

Minutes

Meeting title	Whakaraupō Partners Working Group meeting
Date	Thursday 16th May 2017
Time	12.30 – 2.30 pm
Venue	ECan, 200 Tuam Street (Wainono meeting room, First Floor, East)
Chair	Yvette Couch-Lewis
Invitees	Yvette Couch-Lewis, Kim Kelleher, Clive Appleton, Matthew Ross, Bianca Sullivan, Lesley Woudberg, Ian Lloyd, Tania Butterfield, Debbie Hogan, Jed O'Donoghue, Christina Robb, Gillian Ensor, Courtney Bennett
In attendance	Yvette Couch-Lewis, Kim Kelleher, Matthew Ross, Bianca Sullivan, Ian Lloyd, Tania Butterfield, Debbie Hogan, Christina Robb, Gillian Ensor, Courtney Bennett, Kelvin McMillan, Olivia Smith
Apologies	Lesley Woudberg, Clive Appleton, Jed O'Donoghue

Item	Action
<p>1. Confirmation of minutes</p> <p>a. The minutes from the 27 April 2017 meeting were confirmed by Matthew Ross.</p>	
<p>2. Matters arising</p> <p>a. A meeting was held between CCC and TRoNT staff, with Christina Robb and Yvette Couch-Lewis. A revised timeline which now includes a hui with Rapaki was prepared (see item 6 below)</p>	<p>CCC and Ecan to identify actions in table already underway or in budgets (Action – still to complete)</p> <p>Christina and Gillian to provide a word version of table so the group can track changes</p>
<p>3. Governance Group update</p> <p>a. Yvette provided an update on the Governance Group and is hoping to schedule a meeting at the beginning of June.</p> <p>b. The group discussed the importance of the Governance Group having a copy of the draft SAG report and providing sign off for this once it is complete.</p> <p>c. The group also requested guidance from the Governance Group with regard to direction for the CMP workshops.</p> <p>d. TRoNT are preparing a paper on ongoing resourcing on the CMP implementation. How are work programmes in the CMP going to be prioritised? What weight will the CMP have? The group requested that the PWG has this report prior to the Governance Group.</p>	<p>Matthew to circulate report on implementation prior to Governance meeting</p> <p>Christina to advise PWG on date of Governance meeting as soon as it is set</p>
<p>4. CMP drafting and workshop</p> <p>a. Courtney provided a brief review of three existing harbour management plans which led to a detailed discussion of options for our CMP. It was agreed that the group would review the information provided ahead of next Tuesdays CMP workshop</p> <p>b. The purpose of the two CMP workshops was discussed. It was clear that the group doesn't want the CMP workshops to focus on the outcomes of the Science report but to provide a clear outline and drafting guidance for what will be in the CMP.</p> <p>c. The requirement for a facilitator for the two CMP workshops was discussed and it was agreed that having a facilitator would be helpful.</p> <p>d. Christina explained that the second CMP workshop will be scheduled to occur after the next Governance Group meeting so feedback from that group can inform the drafting guidelines for the CMP (TRoNT offered to host).</p>	<p>Christina to engage a facilitator for the two CMP workshops</p> <p>All group members to review harbour plan case studies from Courtney ahead of next Tuesdays workshop</p>
<p>5. Science Advisory Group update</p> <p>a. It was discussed that a priority was to complete the SAG report. Christina and Gillian are meeting with Tim Davie on Thursday 18th May to discuss this. In the meantime, the report will be circulated to the PWG to see where it's at and to inform discussion at the CMP drafting workshop next Tuesday (see notes above regarding CMP drafting and workshops).</p>	<p>Gillian to circulate draft SAG report in its current form to working group.</p>

Item	Action
<ul style="list-style-type: none"> b. It was discussed that the CMP is not based solely on the SAG report, but information from other sources as well (eg community workshops etc) therefore drafting of the CMP could begin despite the SAG report not being complete. 	
<ul style="list-style-type: none"> 6. Project timelines <ul style="list-style-type: none"> a. The circulated project timeline, prepared by Christina, was supported. b. The group discussed the focus of the community workshops. Christina outlined that the community workshops in late June/early July will allow the SAG to present their work. There will be a second opportunity for input in August, to allow consultation on the draft CMP. 	<p>Christina to discuss with Tim Davie the role of the SAG group at the first set of workshops in June</p>
<ul style="list-style-type: none"> 7. Freshwater Improvement Fund application <ul style="list-style-type: none"> a. Bianca noted that the FIF application was lodged and that there has been no news yet. 	
<ul style="list-style-type: none"> 8. Budgets and resourcing update <ul style="list-style-type: none"> a. Christina had nothing to report. 	
<ul style="list-style-type: none"> 9. Any other business <ul style="list-style-type: none"> a. The Banks Peninsula Zone Committee have required an update from Bianca/Christina at their meeting on Tuesday 16 May. 	

Workshop

Tuesday 23rd May 2017, 12.00 – 3.00pm

Location: Ecan, 200 Tuam Street (Rakahuri, Ground Floor, East)

Next meeting:

Tuesday 6 June 2017