
Waikato Plan Leadership Group OPEN MINUTES

Minutes of a meeting of the Waikato Plan Leadership Group held Committee Room 1 at Hamilton City Council on 18 September 2017 at 9:30am.

Chairperson	Present:
Deputy Chairman	Margaret Devlin
	Mayor Brian Hanna
	Members
Waikato Regional Council	Chair Alan Livingston
Hamilton City Council	Mayor Andrew King
Eastern Sub-region	Deputy Mayor Toby Adams
Future Proof Sub-region	Mayor Allan Sanson
Southern Sub-region	Mayor Brian Hanna
Business/ Community Members	Bev Gatenby
	Dallas Fisher
	Eric Souchen
	Lale Ieremia
Observers	
Waikato District Health Board	Bob Simcock
New Zealand Transport Agency	Parekawhia McLean
	In Attendance:
Staff	
Project Team	Bill Wasley (Governance Advisor)
	Rachael McMillan (Waikato Plan Programme Manager)
Waikato Regional Council	Vaughan Payne (Chief Executive)
	Alex Williams (Democracy Advisor)
	Stephen Ward (Waikato Regional Council Senior Communications Advisor)
	Urlwyn Trebilco (Principal Strategic Advisor)
Waikato District Council	Gavin Ion – Chief Executive
Hamilton City Council	Blair Bowcott – Executive Director Special Projects
Waipa District Council	Garry Dyet – Chief Executive

The Governance Adviser assumed the chair and opened the first meeting of the Waikato Plan Leadership Group.

Apologies

Apologies were received from Bev Gatenby for lateness.

Accepted

Confirmation of Agenda

(Agenda Item 2)

Cr moved/Cr seconded.

WPLG17/01

THAT the agenda of the meeting of the Waikato Plan Leadership Group of 18 September 2017, as circulated, be confirmed as the business for the meeting.

The motion was put and carried (WPLG17/01)

Disclosures of Interest

(Agenda Item 3)

There were no disclosures of interest.

Prior to the commencement of the substantive meeting, the Group congratulated New Zealand Transport Authority Representative: Parekawhia McLean on her recent election success being appointed Chair of Waikato-Tainui.

Proposed Appointment: Independent Chair – Waikato Plan Leadership Group

File: 03 04 32 (Agenda Item #4) Doc #11067909

Presented by Waikato Plan Governance Advisor (Bill Wasley) the report provided the group with a recommendation for an independent Chair of the Waikato Plan Leadership Group. Discussion at the chief advisory group level had recommended that Margaret Devlin (Waikato Plan Joint Committee Chair) be appointed Chair of the Waikato Plan Leadership Group.

Mayor A King moved/Mayor A Sanson seconded.

WPLG17/02

RESOLVED

THAT the Waikato Plan Leadership group:

- 1. Appoint Margaret Devlin as the Independent Chair of the Waikato Plan Leadership Group.**

The motion was put and carried (WPLG17/02)

The Independent Chair assumed the chair.

Proposed Appointment: Deputy Chair: Waikato Plan Leadership Group

File: 03 04 32 (Agenda Item #5) Doc #11067909

Presented by Waikato Plan Leadership Group Chair (Margaret Devlin) the report provided the Group with a recommendation for the appointment of a Deputy Chair of the Waikato Plan Leadership Group. Discussion at the chief advisory group level had recommended that Mayor Brian Hanna be appointed Deputy Chair of the Waikato Plan Leadership Group.

Chair A Livingston moved/Mayor T Adams seconded.

WPLG17/02

RESOLVED

THAT the Waikato Plan Leadership Group:

- 1. Appoint Mayor Brian Hanna Deputy Chair of the Waikato Plan Leadership Group.**

The motion was put and carried (WPLG17/02)

Appointment of non-Local Government representatives to the Waikato Plan Leadership Group.

File: 03 04 32 (Agenda Item #6) Doc #11067909

Presented by Waikato Plan Leadership Group Chair (Margaret Devlin) the local government members recommended to the Group the appointment of four business and community representatives to the Group. The Group was advised that the appointment of Iwi and two Government Representatives is still a work in progress and would be reported to the Group at a later date. It was intended there would be Iwi representatives in place by Christmas.

The Group had undertaken discussion of the potential community representatives prior to the commencement of this meeting. Candidates were considered against specific criteria to ensure the best people for supporting implementation of the Plan were selected. The recommended candidates were:

- Dr Bev Gatenby
- Eric Souchen
- Dallas Fisher
- Lale Ieremia

The Group was provided with a schedule of Business and Community members for information.

Mayor B Hanna moved/Chair A Livingston seconded.

WPLG17/03

RESOLVED

THAT the Waikato Plan Leadership Group:

- 1. Appoint Bev Gatenby, Eric Souchen, Dallas Fisher, and Lale Ieremia as the Community/Business representatives on the Waikato Plan Leadership Group.**
- 2. That these appointments be made for a term of 12 months.**

The motion was put and carried (WPLG17/03)

Waikato Plan Implementation

File: 03 04 32 (Agenda Item #7) Doc #11067909

Presented by Waikato Plan Governance Advisor (Bill Wasley) the report outlined the steps taken to date for implementation of the Waikato Plan, and further sought input from the Group on implementation.

During discussion the following points were noted:

- Remuneration for the non-local government members of the Group would be \$750/day, and \$1666/month for the Independent Chair.
- It is intended that the Chief Executive Steering Group will have a broader membership in the implementation phase, including the Waikato Means Business Programme Manager and further regional agency and government department key staff where appropriate.

- It was suggested that there should be a clear distinction between funding for administration and advocacy, and funding for projects. Funding for projects would come from several sources.
- Concern was raised that there were too many members on the Leadership Group and would prevent the group from being agile and fast moving. In response, the Group was advised that the intention was to not limit engagement on the Committee, to have many more groups involved but not necessarily around the table.

Chair A Livingston moved/Mayor B Hanna seconded.

WPLG17/04

RESOLVED

THAT the Waikato Plan Leadership Group:

1. Receive and note the report

The motion was put and carried (WPLG17/04)

Draft Central Government Engagement Strategy

File: 03 04 32 (Agenda Item #9) Doc # 11068362

Waikato Plan Governance Advisor (Bill Wasley) presented the Group with the Draft Central Government Engagement Strategy. This strategy would come back to the next Leadership Group meeting on 16 October for final approval.

During discussion the following points were noted:

- There needed to be a sharper focus with regards to what the Groups expectations were about whom within central government would undertake what tasks/actions. Relationships between Waikato Plan and public organisations would be established as implementation began. There is a need to analyse the government agencies and their roles. Analysis should cover:
 - What are the agencies responsibilities?
 - What plans did they have in place that could potentially integrate with the Waikato Plan?
 - What are the priorities of the organisation and how can we use these to get traction on the Waikato Plan aspirations?

It was important to ensure that there was interconnected thinking across the 4 wellbeing's when considering appropriate organisations.

- Meetings with relevant agencies need to be undertaken. Identifying who these agencies, and the appropriate contacts within the organisation needed to be considered.
- Aspirations need to be developed in some detail before engagement with central government could be considered. The Group agreed to start with:
 - Future capacity for growth
 - Environment and Water
 - People related aspirations including education and health.

This would be considered by the Chief Executive Steering Group together with the Project Team.

- The Group agreed that step one for implementation was to draft a briefing paper for central government ministers and officials with the intention of meeting with ministers and local members of parliament within the next two months. The briefing should clearly provide central government officials and ministers with the following:
 - Outline the unison between councils and other groups that the Waikato Plan was created with.
 - Identify the problems that the region is facing, based on the evidence gained to date.

- State the aspirations and successes the Waikato Plan is intended to achieve via the Leadership Group and challenge central government to respond to these.
- State that we want a commitment from central government to work with us being specific in regards to what we require both regionally and sub regionally but also outlining how the Waikato Plan can assist central government in delivering on their policies and commitments.

Staff reminded the Group that the actions were a result of engagement. What was not included in the plan was how those actions would be implemented, it was up to this Group to drive this. This was not as simple as appointing a 'lead agency' there needed to be consideration and agreement about who would undertake the work.

- A lot of the organisations that the Group was considering may not be in a position to respond to requests and were all set up differently. It was suggested that there needed to be an offer to organisations to entice them to buy-in and engage.
- The Group suggested that the Waikato Plan/WMB interconnection diagram be reframed to include all the other key lead actors for each section of the five priorities and top 10 actions.

The Group agreed that Governance Advisor (Bill Wasley) together with the Chief Executive Steering Group would provide a briefing paper to the Group for consideration after conversations were had with the Chief Executive Steering Group and the Project Team on interconnected thinking, and depth around the aspirations. The Group requested that aspirations were clarified in respect of what needs to be done and what is sought and considered a sub-regional approach as needs differ across the region and the need to clearly state to government Ministers, officials and agencies what the regional and sub-regional communities would like to see achieved in respect of issues including education and health.

Draft Implementation and Funding Plan.

File: 03 04 32 (Agenda Item #8) Doc #11067415

Following the discussion during the previous item, the Group agreed that the implementation plan needed some rework before the Group considered it in-depth.

A member suggested that South Waikato could make a good project area to begin with as Waikato Means Business was already undertaking work in this space with the indicated support of Government. A member stated that there is a need to consider education needs and outcomes as part of South Waikato economic action plan.

The Group agreed the implementation needed to be clearly outlined with the Waikato Plan as the overarching document, the five priorities down to the actions that will be broken down for consideration. Clear success measures needed to be established.

It was suggested that a 12 month work plan is developed with KPI's.

General Business

The Group was advised that the next meeting would be held on 16 October 2017. Apologies for this meeting were offered from Margaret Devlin, Bob Simcock, and Dallas Fisher. The deputy chair (Mayor Brian Hanna) is to chair the meeting.

- Invitations for the remaining meetings of 2017 would be provided to the Group.
- A list of contacts for the leadership group would be circulated.

The meeting closed at 10.55am.

Doc #11116068