

Minutes – May 2015

Date: 28 May 2015

Venue: The Grosvenor Hotel, Timaru

Chair: Maree Baker-Galloway



Forum Members

- Fergus Sutherland
- Simon Gilmour
- Neville Peat
- Philippa Agnew
- Edward Ellison
- Nelson Cross
- Ate Heineman
- Chris Hepburn
- Sue Maturin
- John Henry

DOC

- Ruth Mackenzie – White
- Leeann Ellis
- David Newey
- Greig Funnell
- Sarah Bagnall

MPI

- Tania Cameron

Apologies

- Khyla Russell
- Gail Thompson
- Stephanie Blair
- Carol Scott
- Tim Ritchie
- Sue (for the public session)

1. Welcome and Introductions

Edward Ellison opened the meeting at 9.39 am with a karakia.

The chair welcomed the Forum to the meeting, advised the Forum of late apologies, introduced Dave Newey (Governance Board member) and gave an outline of the agenda.

2. Review of previous Minutes

Several amendments to the April minutes were noted:

- Typing error in Action 216, 'left' needs to change to 'lift' (pg10);

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- Capitalise 'Maori' in two instances (pg10);
- Footer to change from 'March' to 'April'; and
- Correct spelling of 'Stewart Island' (pg 2 of Record of public engagement session).

Agreement: The March Forum minutes were confirmed as accurate, pending the agreed amendments.

Action 219: Leeann to make corrections to April minutes as identified by Forum

The Forum queried the different starting times for the public sessions. The chair clarified that, when a meeting is on a weekday, the meeting started at 4pm, and when the meeting is on a weekend, it starts at 3pm. This is designed to accommodate members of the public who work weekdays.

3. Officials Update

Sarah gave an update on the review of marine protection legislation review. She advised that there has been no further progress since she last updated the Forum and the Government are still hoping to release a document for public comment shortly.

Sarah provided an update of feedback from the Governance Group with suggestions for how the Forum might continue to stay on track in terms of timeframes and process.

Action 220: In recognition of the Forum consensus that science input should be sought before draft recommendations are released to the public, the Science Subcommittee are to rework the proposal on a science advisory group and present back to the Forum at the June meeting.

The Coastal and Marine Area (Takutai Moana) Act 2011 provides for Iwi to apply for customary title. The officials have contacted the Ministry of Justice and confirmed that no applications have been lodged within the Forum's area. The period for lodging an application closes April 2017. Sarah is still waiting to confirm if it is lawful to establish a marine reserve in an area over which customary title has been recognised.

Action 221: Ngāi Tahu Forum members to update the Forum of any customary title applications in the Forum's region.

Action 222: Officials to determine if it is illegal or inappropriate to establish a marine reserve where there is a customary title.

Action 223: Officials to determine if any of the customary title applications received have been declined.

Greig advised the Forum that the Governance Group had supported the development of science factsheets

Action 224: Science Subcommittee to progress development of three habitat chapters for the science factsheets (Bryozoan thickets, kelp forests, and seagrass) for the Forum's comment – there should be a low resolution version for viewing online and a high resolution version for hard copy.

Action 225: Neville to edit the text of the science factsheets, to ensure it is easily interpreted by the general public.

Action 226: Greig to ensure Tania is included in the discussions around the development of the science factsheets.

Action 227: Ruth to include a copy of the science information example on kelp beds, developed for a US process, in the Wednesday Wave.

Action 228: The Forum members are to consider other chapters they would like to see developed and bring suggestions to the June meeting.

A list of information held by the Department of Conservation on the previous marine protection processes in this region was explained to the Forum.

Action 229: Leeann to add the two summaries of submissions documents to the FTP site.

SeaSketch Update

Greig gave an update on the data layers that have recently been added into SeaSketch, including:

- Data on consented activities e.g. discharge permits (with the main contamination sources separated in their own layer). The Forum noted how valuable this information was and passed their thanks to Riki Mules, the GIS analyst;
- Existing conservation areas; and
- Important seabird areas – demonstrating where the important areas for seabirds are.

Greig also gave a demonstration around creating a sketch and outlined what information is available in the reports.

Greig also advised that information on biogenic habitats is also being sought – it is held by NIWA who are seeking permission to release it.

4. Correspondence

A letter was received from Hon. Nicky Wagner thanking the Forum for the opportunity to attend their April Forum meeting. Officials noted that Nicky Wagner had also passed very positive verbal feedback about the Forum to the Minister of Conservation.

The Chair sent a thank you letter to the Marine Science Department for hosting the Forum science workshop in April.

A personal submission had been received by Andrew Penniket. Ruth provided an update about how the questionnaire responses are being assessed. A contractor has been hired to progress this.

Action 230: A report will be provided to the Forum (along with the raw data) which will cover:

- Summary per question (e.g. charts of demographic data);
- Assessment of data per region (e.g. activities, changes);
- Assessment of data (e.g. changes noted vs. length of use); and
- Summary of overall themes.
- The Forum have 3 versions of the questionnaire (online, paper and recreational fisher), responses to which will be assessed separately.
- Once the questionnaire responses have been assessed, the contractor will also extract data from the notes from Forum public sessions and personal submissions/letters.

Action 231: Ruth to determine if the report assessing responses to the questionnaire can be available for the June Forum meeting.

Agreement: The letters received by the Forum that are submissions/express a view about proposed marine protection will be given the same weight as the completed questionnaires. Support staff will notify the Forum that a letter has been received in the monthly correspondence update and send an acknowledgement.

Agreement: The Forum agreed that the Chair has discretion to table a letter of significance, otherwise letters will be filed and available at Forum meetings for Forum members to read if they choose.

Action 232: Write letter of acknowledgement to those individuals and companies who have sent in letters/submissions to the Forum.

Action 233: Maree to update the Internal Protocol to reflect Forum agreements around dealing with incoming letters and submissions.

Action 234: Support staff to bring folder of incoming correspondence to Forum meetings, for Forum members to read if desired.

Agreed: Questionnaire to remain open until the Forum have held public session throughout the regions, to give everyone an opportunity to participate, and have identified areas of different interest.

5. Members Update/Values

There was a general informal discussion on values members have learned/observed over the preceding month.

Action 235: Leeann to send John some more paper copies of the questionnaire.

Action 236: Tania and the commercial fishing representatives to develop a presentation on the quota management system and related costs and the way catch limits are set.

Action 237: Ruth to include information about the Department of Zoology and Department of Marine Science seminars in the weekly newsletter.

Action 238: Nelson to provide the contact details of Peter Lawless, facilitator from the Te Korowai process, to the chair.

Action 239: Forum members to notify Nelson of their availability to attend the FMA 3 & 5 Recreational Fishing Forum on the 6th June.

6. Communications Report

Ruth gave an update on what has been accomplished to date:

- The Forum have 303 friends on Facebook, and Ruth has been making connections with other groups.
- An article appeared in the Local Government Magazine, and in the Yellow Eyed Penguin Trust magazine.
- The first version of a monthly newsletter was sent to those who had asked to be kept informed about progress (over 100 names on the mailing list). This is to continue.
- Ruth has been working with Mana magazine to develop an article for June and she will then put an article in the two Ngāi Tahu publications.
- Ruth and Leeann attended the Bluff Oyster Festival and handed out information. They estimated they talked to about 80 people, including the Invercargill Mayor.
- A presentation has been booked as part of the Dunedin Matariki Festival. This will be at Toitu Museum on the 11th June. Ruth needs a couple of Forum members to attend.

Engagement Reimbursement Process

Action 240: Officials to confirm if the suggested process meets the standard of the Cabinet Office Circular “Fees framework for members appointed to bodies in which the Crown has an interest” and report back at the June meeting.

Once the criteria for approving expenditure are confirmed by officials, Sue moved to confirm that all engagement events in sector engagement plans are approved and that the Chair has delegation to approve any additional event. Simon seconded this.

Agreement: The Forum approves engagement activities outlined in the sector engagement plans and gives the chair delegation to approve any additional engagement activities.

Action 241: The chair to update the Internal Protocols to reflect the process for approving reimbursement for engagement.

7. Planning the Public Session

The chair sought feedback from the Forum about the previous public session

Agreement: It was agreed that Forum meetings would be held at neutral venues or marae.

The Forum then discussed whether each sector group should have representatives speak with the Forum as a whole.

Agreement: It was decided that identifying sector ‘leaders’ would potentially undermine the initial consultation process.

The Forum noted that they felt the chair has been responding to the concerns of attendees at the public session well.

8. Proposed meeting date changes

The meeting pack included two proposed meeting date changes and Carol Scott had sent through a proposal to move the September meeting to coincide with the Port Chalmers Seafood Festival.

Action 242: Leeann to call each Forum member to determine availability for proposed meeting date changes.

9. Milestones/Deliberation

The chair led the Forum in reviewing the milestones.

Action 243: Greig to work with the authors of the science chapters, discussed earlier, to ensure the references are up to date and comprehensive.

Chris then gave an update on the proposed agenda for the second science workshop, which would include presentations on marine ecosystem connectivity, land/sea connection, shell fish, and MPA network design principles.

A discussion took place around when the science chapters need to be completed.

It was agreed that the preliminary reports should be complete by August, with any additional reports in September/October.

Action 244: Philippa to discuss with her manager her availability to write a chapter on sea birds.

The Forum then discussed when the period for formal submissions should be (ie the 40 working days during which the public can comment on the Draft Recommendations. A range of views was expressed about the desirability of this straddling the Christmas period.

Action 245: Neville to investigate a contractor who would be suitable to writing the Forum reports.

The Forum then discussed how to move into the deliberation phase. A range of matters was discussed including information requirements, process for deliberation and how criteria should be identified and agreed upon. This discussion is to be continued at the next meeting.

Action 246: Greig to determine if the criteria identified in the paper 'Ecologically or biologically significant marine areas' can be adapted for the Forum use, and aligns with the MPA Policy planning and network design principles.

Action 247: Greig to create a version of the matrix that can be populated as a trial at the next Forum meeting.

Action 248: Forum members are to determine what criteria are significant for their sector, and what that is measurable, and bring these to the next meeting.

Action 249: Ruth to include in the Wednesday Wave a reminder to the Forum about developing criteria and suggestions for science chapters.

The meeting was closed at 3.50 pm.