

Minutes – September 2014

Date: 10 September 2014

Venue: Otago Museum

Chair: Maree Baker-Galloway

Attendees:

Forum Members

- Fergus Sutherland
- Sue Maturin
- Philippa Agnew
- Gail Thompson
- Ate Heineman
- Simon Gilmour
- Nelson Cross
- John Henry
- Neville Peat
- Chris Hepburn
- Khyla Russell
- Stephanie Blair
- Pauline Reid
- Tim Ritchie
- Carol Scott

DOC

- Ruth Mackenzie – White
- Leeann Ellis
- Riki Mules
- Greig Funnell
- Sarah Bagnall
- Sean Cooper
- Helen Curtis

MPI

- Tania Cameron

Te Rūnanga o Ngāi Tahu

- Nigel Scott

Apologies

- Edward Ellison



1. Welcome and Introductions

Maree opened the meeting at 8.45am, and welcomed Khyla Russell who had not been able to attend previous meetings. There was a round of introductions from all in attendance.

Maree briefly confirmed the objectives of the meeting: learning about the framework and support behind the forum; learning more about each other; and completing training with SeaSketch.

This third meeting marks the end of the first phase of inductions, briefings, training and familiarisation with the people and the tasks ahead. The next phase, while still involving a lot of learning, is more outward looking. It will focus on getting out into the affected communities, communicating the work of the Forum to the public, and trying to get as much relevant and helpful information from the public as possible.

This third meeting is therefore focused on: finalising the Objectives/Vision that will form the touchstone for communications with the public; being more comfortable in using SeaSketch; and having an initial discussion of the draft 6-8 month communications plan prepared by Ruth.

Maree noted that, as senior project co-ordinator, Leeann was now the first point of contact for tricky questions.

Action 56: Leeann to send out her contact details to forum members.
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2. Minutes from previous meeting

The minutes from the previous Forum meeting were tabled. There were several amendments/clarifications raised:

- Pg 1: Change 'other' to Ngāi Tahu
- Pg 4: "...a boundary with no ecological value..." the validity of this statement was questioned. It was noted that this captured the discussion that took place, so the wording should remain.
- Pg 6. It was requested that further detail about the members' updates be specified. It was noted that the updates about consultation at the August meeting were minimal.
- Pg 8. Clarification was sought about Action 42 – Maree noted that this was worded to group all actions in regards to updating the Forum protocol together and was therefore a bit confusing.
- Pg 11. Update the note to reflect that Carol Scott left at 3.55pm.

Pauline moved to confirm the minutes, pending the requested changes. Fergus seconded.
Agreed: The minutes from the August meeting were confirmed as being accurate.

Action 57: Leeann to update the August minutes to reflect changes identified by the Forum.

A discussion took place about validation of data that will get mapped in SeaSketch. It was noted that data will be determined to be 'fit for purpose' by the agencies, and limitations will be identified when presented to the forum and described in the meta data. A brief discussion also took place around mapping historical data. This conversation was deferred until the SeaSketch training section of the agenda.

Action 58: Greig and Riki to ensure limitations on data are described in metadata and provided to the Forum, by 18 October.

3. Matters arising – Actions

Maree reviewed the Action Register for the Forum. It was noted that a number of them were reflected in later items of the Agenda.

A discussion took place about where documents will be stored – all documents will be loaded onto the FTP site, and those that require discussion will also be loaded onto SeaSketch.

Action 59: Leeann and Greig to add the Iwi Management Plans to the bibliography and SeaSketch, by 26 September.

Action 60: Leeann to resend a link to the FTP site to Tim Ritchie, by 19 September

Action 61: Leeann to add a link to the FTP site to the bibliography, by 19 September.

Action 62: Leeann and Greig to have a discussion about the best way for the Forum to access documents, by 26 September.

4. Correspondence

There was no new incoming correspondence to report

5. Officials Update

Maree explained the new format of the Officials Update to the Forum – progress against actions will be presented in a table with the meeting pack.

Greig explained that meeting papers (agendas, minutes etc) have not yet been loaded onto SeaSketch as not all Forum members have activated their accounts.

Sean Cooper gave a summary of the recent [Minister of Conservation announcement](#) about marine protection policy and recreational fishing parks. It was noted that this speech was given as part of the election campaign, so it is not certain it will be implemented. A Marine Protection Act is proposed to replace the Marine Reserves Act, offering more tools for marine protection. The new bill will create four different categories – no-take marine reserves, species-specific sanctuaries, seabed reserves, and recreational fishing parks. This is more in line with the Biodiversity Strategy and international best practice for protected areas.

The Minister also announced that two recreational fishing parks will be established – one in Marlborough Sounds and one in the Hauraki Gulf. These will include consideration of compensation for commercial fishers.

Any queries about these announcements need to be directed to the National Party. DOC cannot provide any further information.

DOC and MPI officials both provided the advice that the Forum should start the process by looking at what is important and what the threats are, and then examine what tools are available. It was noted that there is a lot of scope to set up varied levels of protection in the tools available (currently).

Maree led a discussion about what action the Forum might want to take in regards to these announcements.

Agreed: The Forum will wait until the election results, and then consider raising a query to the Minister of Conservation around the ‘top down’ approach (e.g. announcing a Marine Park at Hauraki), and what the implications might be for this process.

6. Communications and Engagement Report

The Forum members gave an update about what consultation they had undertaken with their respective stakeholders.

Pauline: Attended the South Canterbury Mahika Kai forum with John. They were asked about the South-East Marine Protection Forum, and presented an update.

Lower Waitaki have also been informed.

John: Attended the South Canterbury Mahika Kai with Pauline

Gail: Mahinga Kai forum was postponed and Gail was absent from the Kaitiaki meeting with DOC.

Simon: Met with executives from the rock lobster industry – they went through the guiding principles of the Forum.

Talked with executives of the national organisation (e.g. Storm Stanley) – discussed how to verify data entered into SeaSketch.

Attending a meeting this evening for local commercial stakeholders.

Nelson: Has set up a database (of email and postal addresses) of fishing clubs. Only 25% of fishers belong to a club, so Nelson has been extending his contacts.

Will be circulating a newsletter to recreational fishers.

Chris: Has talked with Scientists and they are waiting for an opportunity to be involved.

Met with the East Otago Taiapure Committee and they are looking forward to an opportunity to talk with the Forum.

Khyla: Edward talked to the regional Kaitiaki forum.

Khyla also sits on boards for Puketeraki and NZ Oil and Gas.

Steph: Little liaison to date - as with Gail

Carol: Organised a meeting this evening for representatives (e.g. Paua, fin fishing) to discuss the Forum.

Gave an update to her board at Southern Inshore Fisheries.

Put a oneliner in the Federated Fishers newsletter, and will put an article in the next one (with assistance from Ruth).

Phillipa: Attended the Yellow Eyed Penguin Symposium, along with Maree (who presented, introducing the Forum).

Ate: No update

Fergus: Met with the Catlins Promotions group – they are keen to see the website.

Has posted updates on Facebook pages.

Is trying to connect with the small coastal communities.

Tim: Met with associates from Paua to the People

Met with Mare to discuss how to engage with the recreational sector. Thinks social media will be a good way to engage.

Sue: Has started to construct a database of key environmental interests.

Neville: Attended DCC Council meeting.

Revised his book “Subantarctic New Zealand – A rare Heritage” to include Marine Reserves around the Auckland Islands.

Action 63: Forum members to send Ruth a copy of their stakeholder databases, by 18 October.

Maree made an offer to Forum members of individual sessions with her and Ruth to discuss stakeholder engagement options.

7. Vision and Objectives discussion

The Forum reviewed the draft Vision and Objectives and agreed on amendments together.

A discussion took place around whether or not to specifically refer to marine reserves in the Objectives (and what part marine reserves need to play in the recommendations of the Forum). It was decided that further information about the different marine protection tools is required.

Action 64: Maree to add to agenda for October Forum meeting an information section on different marine protection tools, by 3 October.

Action 65: Leeann to update the Vision and Objectives document to reflect the changes made by the Forum, by 19 September.

Action 66: Officials are to provide information about the different marine protection tools that are available, by 1 October.

Action 67: Greig to provide a one page guideline on ‘ecosystems services’.

Agreed: Vision and Objectives document confirmed (pending changes made at Forum meeting and a further grammar check).

8. SeaSketch Training

Greig led the Forum in further SeaSketch training. He advised the Forum that he will spend time with each member outside the Forum meeting to ensure they are comfortable with the tool.

The ways that SeaSketch can be used collaboratively were presented. It was noted that any questions the validity of data can be raised directly through SeaSketch.

Action 68: Greig to provide a status update on the data requests from inaugural meeting, at the October Forum meeting.

Action 69: Riki to progress sourcing information on Maori Land.

Action 70: Forum members are to contact Greig if they would like to create a 'sector forum' for SeaSketch. They will need to provide names and email addresses.

Fergus raised concerns about having too many mediums for engagement (SeaSketch, meetings, Facebook, website).

The Forum discussed the type of data they would be seeking from the public and how much detail is required. There were concerns that the public would not be comfortable in providing data to the Forum, particularly fishing spots. The commercial requirements for reporting fishing locations, versus the recreational requirements was raised. There is no legal requirement for recreational fishers to report their catch and locations. It was advised by the officials that the data would be aggregated to protect privacy and commercially sensitive information.

Action 71: DOC to provide the Forum examples of ways to provide information on recreational fishing spots, using previous examples, by 3 October.

Action: Greig to develop questions site on SeaSketch for Forum members to ask questions about the tool.

The value of talking to the experienced fishers was also discussed.

Ruth advised that the questions asked will impact on what type of information is gathered and she will be utilising a social scientist to craft these.

Note: Tania Cameron left the meeting at 2.45pm

9. Communications, Consultation and Media Strategy

Ruth presented a number of Communications tools she has been developing for use by the Forum:

- A4 information sheet

Action 72: Maree to endorse A4 information sheet on behalf of the Forum, by 18 October.

- Generic business card for use by the Forum – link to the website, and room for personal information

- Banner – for use at public events
- PowerPoint template
- Website (will be a key way of gathering information and is user friendly)
- Facebook page – will be used to link to interesting news stories relating to the South-East coast and to provide updates about the Forum. Ruth advised that the Forum can add photos/videos to this page as well.

Action 73: Ruth to change the photo on the Facebook page to an image of the coast/ocean within the Forum boundary, by 19 September.

Action 74: Forum members are to send Ruth any images of the area within the Forum boundary, to be built into a photo library.

The Forum briefly discussed what type of documents could be loaded onto the website and what information should be available there.

No decisions were made about the use of these tools

Action 75: Ruth to investigate the use of LinkedIn as a way of engaging with the public, by 26 September

Note: Tim Ritchie left at 3.45pm

October Forum Meeting – Public Engagement

The Forum discussed having a public engagement session at the next Forum meeting, which is being held at Puketeraki.

Agreed: To host public session, from 3pm at the October Forum meeting. This will include kai following the public session.

Action 76: Ruth to contact Chris to obtain contact details of key community members at Puketeraki to notify of public session, by 26 September.

Agreed: To hold a Powhiri on the evening of the 17th October (from 5.30pm), then run a presentation with the Taiāpure Committee, and share dinner. DOC and MPI will support the Powhiri.

Action 77: Leeann to contact DOC staff to determine availability in supporting the Forum during the Powhiri on the 17 October.

Public Engagement

Relationship building is a key component of the Forum – it will be important to have an overt presence in the community.

Ruth explained that she will also be designing a poster to display at libraries/campgrounds, to further promote public engagement. She advised the Forum there is a media strategy developed for engaging with local papers, newsletters etc. Khyla advised that Maori TV could be a useful resource in promoting engagement opportunities for the public.

Action 78: Ruth to provide the Forum with key statements and information for them to use when engaging with the public, by 18 October.

Action 79: Greig and Ruth to build an option into the SeaSketch survey that allows automatic updates about the Forum activities, by 18 October.

Questions for Community Engagement

The Forum discussed the draft questions for community engagement that had been tabled.

Action 80: Sub-committee of Forum members will incorporate Forum feedback into the questions, by 18 October.

10. Administration

Agreed: Emails about Forum matters should have the subject line begin with SEMPF.

Agreed: When responses are required by the Forum members, officials should make a phone call to ensure a response is given.

Action 81: Maree to update the Internal Protocol to reflect that emails about Forum matters should have the subject line begin with SEMPF, by 18 October.

Action 82: Ruth, Greig and Leeann to conduct a test email to ensure all Forum members are receiving emails, by 19 September.

Agreed: Email use will be for one-on-one discussions or administrative information. All group discussions will happen at meetings or on SeaSketch.

Action 83: Leeann to ensure that future meeting packs should have paperwork numbered and to include the meeting date.

Closing

John closed the meeting with a Karakia at 4.20pm.