**DRAFT MINUTES OF THE MEETING OF THE**

**WATER SAFETY JOINT WORKING GROUP**

**Date:** 15 February 2017

**Time:** 3.30 pm

**Venue:** Hastings District Council Asset Management Meeting Room

**Members:** CHAIR Chris Tremain

 HBDHB Nicholas Jones

 Peter Wood (DWA)

 HDC Craig Thew

 Craig Cameron

 Brett Chapman

 HBRC Iain Maxwell

 Stephen Swabey

 Malcolm Miller

 NCC Jon Kingsford

 Chris Dolley

**In attendance:** Ken Foote Secretariat

Matt Molloy DWA

**Apologies:** Peter Wood

Craig Cameron

1. **Opening / Welcome**

The Chair opened the meeting with introductions, thanking everyone for attending and extended a particular welcome to Jon and Chris from Napier City Council. He also acknowledged the pressure most members were under due to the ongoing Inquiry process and additional workloads this required.

1. **Apologies**

Apologies were noted.

1. **Minutes**

The minutes of the meeting held on 19 January 2017 were approved as a true and correct record of that meeting. The chair noted the agreement that both the minutes and action plan would be published on the Inquiry (DIA) website and that each Council/DHB could link to this website to ensure consistent publication of the same version.

The approved Terms of Reference (TOR) were noted and it was agreed that the Draft Ground Rules also be approved, given recent agreements on the release of Minutes and Action Plans.

1. **Chair’s Update**

The Chair provided an update on his attendance at:

* Mayoral Forum
* Inquiry Hearing

 From both of these, he had noted a few key points:

* The Mayors and CEOs are committed to collaborate and coordinate on issues relating to Hawke’s Bay Water, including their full support for this JWG.
* The pressure and workloads on some members is significant, and needs to be taken into account, whilst still meeting the Inquiry Panel expectations
* A number of issues were being raised that have the potential to significantly expand the scale and scope of the JWG, which therefore raises questions about the structures and resources currently assigned to it.
* Acknowledged that the JWG task is to deliver on the recommendations from the Inquiry in the first instance. Opportunities for better collaboration beyond this will need to be collated and then raised and addressed as appropriate.
* The Mayors and CEOs were considering a governance group to oversee collaboration on all these issues.

Some discussion ensued on the composition of the JWG, and the potential for the presence of members with regulatory and enforcement roles to impede transparency. The consensus agreement was however, that these concerns could be addressed in an open and collaborative way, and that there was much more to be gained by having all current key personnel within the Group. It was agreed that such a collaborative / alliancing / relationship approach is the best way to achieve the goal of water safety / public safety in Hawke’s Bay.

1. **Future of the Group**

This issue was covered to some degree in the Chair’s update. It was acknowledged that the Group needs to remain focussed on the issues set out in the current TOR (ie addressing the Inquiry recommendations) but noting that some further discussion with Mayors / CEOs could lead to some changes in scope and structure. These further discussions were therefore included in the Action Plan for the Chair to initiate.

1. **Action Plan**

The Action Plan dated 14 February 2017 was then reviewed, discussed and updated.

1. **New Agenda Items**

A number of ‘new” agenda items had been requested. As all of these related in some way to one or more of the Inquiry recommendations, it was agreed that they be directly linked and considered within the ‘White Papers’ proposed for recommendations c) and d) within the Action Plan.

These items included:

* Consents of Regional Significance
* NES Interface
* Secure Water Protection Zones
* Transgression Notification Process
* Reporting to TANK – DWS Position
* Updating DWS Bore Locations in GIS
1. **Communications**

Agreed that no specific communications required following this meeting.

Minutes and Action Plan (once agreed) to be sent to Nathan Gedye, Mayors and CEOs and placed on relevant websites.

1. **Next Meeting**
* Thursday 16 March 2017
* 3.00 – 5.00pm
* HBDHB, Napier Health Centre (to be confirmed)
1. **Closure**

Meeting closed at 6.00pm with the Chair thanking everyone for their ongoing commitment and collaborative participation.