

<b>Purpose</b>	<b>RAS Governance Meeting</b>
<b>Date / Time</b>	28 March 2018 1.00 – 2.30pm
<b>Location</b>	Room 2.19, MBIE Offices, 161 Cashel Street, Christchurch CBD
<b>Chair</b>	<ul style="list-style-type: none"> <li>• Mike West (MBIE)</li> </ul>
<b>Members</b>	<ul style="list-style-type: none"> <li>• Jenny Hughey (CCC)</li> <li>• Andrew Hammond (DPMC)</li> </ul>
<b>Attendees</b>	<ul style="list-style-type: none"> <li>• Ken Pope (MBIE – Project Manager) for items 2 to 6</li> </ul>
<b>Invitees</b>	<ul style="list-style-type: none"> <li>• Darren Wright (MBIE) for items 3 to 7</li> <li>• Gemma Wiig (MBIE) for items 3 to 7</li> </ul>
<b>Apologies</b>	<ul style="list-style-type: none"> <li>• Kelvan Smith (DPMC)</li> </ul>

Item	Issue / Topic	Descriptor	Who
1	<b>Board Only Time</b>	The board had time together for discussion ahead of the meeting commencing.	Chair
2	<b>Apologies, Welcome and Conflicts of Interest</b>	<p>Everyone were welcomed to the meeting.</p> <p>Apologies from Kelvan Smith were noted and Andrew Hammond was welcomed as his replacement for the meeting.</p> <ul style="list-style-type: none"> <li>• No new conflicts of interest were noted.</li> </ul> <p>Gemma Wiig was welcomed to the meeting. She was present to observe only.</p>	Chair
3	<b>Minutes</b>	<p><b>Minutes of the Residential Advisory Service (RAS) Governance Group Meeting – 1 February 2018</b></p> <p style="text-align: center;"><b>Moved by:</b> Jenny Hughey <b>Seconded by:</b> Mike West</p> <p>THAT the RAS Governance Group</p> <p>a) <b>Confirms</b> the minutes of the RAS Governance Meeting held on 1 February 2018, having been circulated are a true and correct record.</p> <p>b) <b>Approves</b> the minutes of the RAS Governance Meeting held on 1 February 2018 to be released onto the RAS website</p>	Chair

- Residential property owners are assisted to make progress in their individual repair, rebuild, resettlement process in greater Christchurch.
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		<p><b>Previous Action Points</b></p> <p>Jenny Hughey requested that the minutes be amended to reflect that her position is Co-Chair on the National Body of Community Law Centres o Aotearoa</p> <ul style="list-style-type: none"> <li>• Complete. The minutes have been corrected.</li> </ul> <p>Regular meetings with RAS and the Insurers, EQC, Brokers and Community Law are to be scheduled</p> <ul style="list-style-type: none"> <li>• Complete. These have been scheduled with the next meeting being held on 11 April 2018.</li> </ul> <p>Project Manager to forward a copy of the Distribution List for the release of the RAS research publication to the Governance members</p> <ul style="list-style-type: none"> <li>• Completed. The document has been distributed. There were no other stakeholders identified as needing to be added to the distribution list.</li> </ul> <p>Project Manager to forward a copy to the Distribution list MBIE Communications Manager to review and identify any other opportunities to distribute this publication wider.</p> <ul style="list-style-type: none"> <li>• Completed. The document has been passed on and is being reviewed.</li> </ul> <p>The Project Manager to forecast the likely financial costs if the RAS service was extended through to December 2018.</p> <ul style="list-style-type: none"> <li>• Completed. A draft budget has been circulated prior to the meeting and is on the current agenda to discuss.</li> </ul> <p>Jenny Hughey to provide details regarding the scheduled CCC meetings with the NGO sector which may be an opportunity to educate and advertise the service.</p> <ul style="list-style-type: none"> <li>• Completed. The schedules of meetings have been provided.</li> </ul>	
4	<p><b>DPMC replacement on the RAS Board</b></p>	<p>It was uncertain who would replace Kelvan on the Governance board following his retirement on 31 March 2018. Ann Shaw is his replacement at DPMC however it is uncertain if she will undertake the role.</p> <p><b>Action Point:</b></p> <ul style="list-style-type: none"> <li>• Andrew Hammond will make enquires and confirm who the DPMC representative will be moving forward</li> </ul>	

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5	RAS Operational Report	<p><b>RAS Monthly Project Status Report for March 2018</b></p> <p>The RAS Monthly Project Status Report for March 2018 was presented to the Governance Group, providing an overview of the Service along with key statistics and budgetary information.</p> <p>The Report was previously circulated and taken as read.  <b>Moved by:</b> Jenny Hughey  <b>Seconded by:</b> Mike West</p> <p>There was considerable discussion concerning the upcoming limitations deadline that IAG have proposed. While RAS has engaged with IAG to outline our concerns they have only committed to reviewing extensions on a case by case basis. RAS will make applications by the end of April. If no extension is given advice will be given to the Home Owner to file proceedings to protect their position.</p> <p><b>Action Point:</b></p> <ul style="list-style-type: none"> <li>Project Manager to advise IAG that advice will be given to The Minister for Greater Christchurch Regeneration of our approach.</li> </ul> <p>It was understood that the Minister had commenced fortnightly joined up governance meetings. It was uncertain who in MBIE were attending.</p> <p><b>Action Point:</b></p> <ul style="list-style-type: none"> <li>Project Manager to contact DPMC to identify the MBIE contact and the time table for these meetings.</li> </ul>	Project Manager
6	Future of RAS	<p>There was general discussion about the future of RAS and the various pressure points that exist at present.</p> <p>The draft budget, as previously circulated, for a service that extends through to December 2018 was tabled and noted.</p> <p>There was a request received seeking an extension of support for those residents impacted by the Kaikoura event. Following discussions regarding this request it was agreed that RAS will continue to be supportive of the residents of the Kaikoura event. RAS only has funding up until 30 June 2018 and cannot commit beyond that point. Should an extension to RAS occur further consideration will be given to this request.</p> <p><b>Action Point:</b></p> <p>The Project Manager is to respond to the request for Kaikoura in line with the comments of the Governance group.</p>	

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7	<b>General Business</b>	<p>Jenny Hughey sought clarity on whether or not the previously planned symposium (Canterbury Earthquake Whole of Recovery), being planned, was proceeding or not. If it was it was felt this would be a great forum for Dr Beaven to speak to her findings and research.</p> <p><b>Action Point:</b></p> <ul style="list-style-type: none"> <li>Andrew Hammond will approach DPMC to seek clarification and if appropriate seek details of how we can get acceptance that Dr Beaven be included on the list of speakers.</li> </ul>	

**Next Meeting – 1 May 2018 at 1pm, MBIE Offices, 161 Cashel Street, Christchurch**

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