

Governance Group - Meeting Minutes

Purpose	RAS Governance Meeting		
Date / Time	6 March 2014: 1.00pm – 3.00pm		
Location	CERA Offices, Level 8 –Board Room		
Attendees	<ul style="list-style-type: none"> Michelle Mitchell - CERA (Chair) Ken Pope - RAS Project Manager Terry Jordan - ICNZ Darren Wright – Community Representative Michael Aitken - CCC Glenys Thornhill – RAS Administration 		
Invitees	<ul style="list-style-type: none"> Nil 		
Apologies	<ul style="list-style-type: none"> Bruce Emson – EQC 		
Ion	Issue / Topic	Descriptor	Who
1	Apologies and Welcome	<ul style="list-style-type: none"> Apologies and Welcome 	Presented by: Michelle Mitchell
2	Conflicts of Interest	<ul style="list-style-type: none"> No conflicts of interest were noted Michael raised a possible conflict with the role he plays in the global settlement of social housing with EQC. Noted and it was not considered a conflict in respect of RAS 	Presented by: Michelle Mitchell
3	Previous Minutes	<p>Minutes of the Residential Advisory Service (RAS) Governance Group Meeting – 29 January 2014</p> <p>Moved by: Darren Wright Seconded by: Michael Aitken</p> <p>THAT the RAS Governance Group:</p> <p>(a) Confirms the minutes of the RAS Governance Group meeting held on 29 January 2014, having been circulated as a true and correct record.</p> <p>(b) Receives the minutes of the RAS Governance Group meeting held on 29 January 2014, to be released onto the RAS website.</p>	Presented by: Michelle Mitchell
4	Previous Action Points	<ul style="list-style-type: none"> Contact has been made with BNZ Meeting to discuss funding will be scheduled for March. Other banking institutions to be approached Communications Meeting occurred and discussed as an agenda item Two companies have expressed an interest in providing Technical Services for RAS cases and will be followed up 	Action by: Ken Pope

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 - The service will provide independent assistance to residential property owners.
 - It will help them understand and progress the repair and rebuild process.

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		<ul style="list-style-type: none"> Work continues on identifying appropriate Insurer for 'Other' cases in 'Cases by Insurer' graph. Over time we will see a reduction in those recorded as 'Other'. <p>Action Point – Smaller insurers to be identified and presented in a separate graph.</p>	
5	RAS Update	<p>RAS Monthly Project Status Report for February 2014 The RAS Monthly Project Status Report for February 2014 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. Moved by: Ken Pope Seconded by: Darren Wright</p> <p>THAT the RAS Governance Group:</p> <ul style="list-style-type: none"> Receives the RAS Monthly Project Status Report for February 2014. Approves the RAS Monthly Project Status Report for February 2014 <p>Action Point: Distribution of the Monthly Report and Agenda should be available the Friday prior to Governance Meeting</p>	<p>Presented by: Ken Pope</p> <p>Action by: Ken Pope</p>
6	RAS Review and Evaluation	<p>Discussion:</p> <ul style="list-style-type: none"> The Chair provided an update on Minister Brownlee's response to the Review. The Chair also provided an update on the DPMC paper "Facilitating Faster Resolution of Canterbury Insurance Claims". There were three items that related to the RAS. The Minister is keen to see our response to the Evaluation incorporated into the response to the DPMC paper which is due by 30 April 2014. <p>Discussion:</p> <ul style="list-style-type: none"> Future Funding beyond May 2014 discussed. ICNZ to discuss future funding and support in preparation for the next Governance Meeting in April. <p>Action Point: A timeline and budget forecast for the next twelve months to be prepared and circulated to Governance for consideration.</p>	<p>Action by: Ken Pope</p>
7	General Business	<p>Discussion: Agreed that Governance only time would be built into the Agenda should it be required.</p>	
8	Next meeting	Wednesday 9 April, 1pm till 3.00pm	

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Action Point Summary:

	Action Points	Action by	Timeframe
1	Carried Forward: NZBA considering Business Case.	Michelle Mitchell Terry Jordan	On-going
2	Approach to individual banks to be considered.	Ken Pope Terry Jordan	On-going
3	Communications experts from ICNZ, EQC, CCC and CERA workshop the best use of funding available to market the service	Ken Pope	Completed
4	To progress engagement of a provider of Technical Services and an appropriate fee structure.	Ken Pope	Ongoing
5	Clarification of the cases listed as 'Other' under 'Cases by Insurer' be undertaken.	Ken Pope	Completed
6	'Other' cases in 'Cases by Insurer'. Smaller insurers to be identified in a separate graph.	Ken Pope	9 April
7	Distribution of the Monthly Report and Agenda should be available to Governance Members by the Friday prior to Governance Meeting	Ken Pope	4 April
8	A timeline and budget forecast for the next twelve months to be prepared and circulated to Governance for consideration.	Ken Pope	4 April

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