

Purpose	RAS Governance Meeting
Date / Time	11 June 2015: 1:30pm – 3.00pm
Location	Level 8 Boardroom, CERA Offices
Attendees	<ul style="list-style-type: none"> Michelle Mitchell - CERA (Chair) Ken Pope - RAS Project Manager Darren Wright – Community Representative Hugh Cowan (EQC) Tim Grafton (ICNZ) – Arrived at 2.00pm
Invitees	<ul style="list-style-type: none"> Bridget Lange
Apologies	<ul style="list-style-type: none"> Michael Aitken (CCC)

Item	Issue / Topic	Descriptor	Who
1	Apologies and Welcome	<ul style="list-style-type: none"> Apologies and Welcome <ul style="list-style-type: none"> Apology noted 	Presented by: Chair
2	Conflicts of Interest	<ul style="list-style-type: none"> Darren Wright declared that he remains a member of the Advisory Board on Transition. The conflict was noted. Tim Grafton declared that he had a potential conflict of interest in respect of the Cash Settlement discussion. The conflict was noted. 	Presented by: Chair
3	Previous Minutes	<p>Minutes of the Residential Advisory Service (RAS) Governance Group Meeting – 7 May 2015</p> <p style="text-align: right;">Moved by: Michelle Mitchell Seconded by: Darren Wright</p> <p>THAT the RAS Governance Group</p> <ol style="list-style-type: none"> Confirms the minutes of the RAS Governance Meeting held on 7 May 2015, having been circulated, as a true and correct record Receives the minutes of the RAS Governance Meeting held on 7 May 2015 to be released onto the RAS website. 	Presented by: Chair
4	Previous Action Points	<ul style="list-style-type: none"> EQC to address and provide context to close out issues raised with the Associate Minister. <ul style="list-style-type: none"> EQC to respond to Project Manager in regard to the points raised by 18 June 2015. Chair to discuss concern expressed at individual homeowners with legal representation with Human Rights Commissioner. <ul style="list-style-type: none"> Project Manager to work with Community Law Canterbury and CERA to consider a possible 	Action by: EQC Project Manager

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		approach to the District Law Society in regards to this issue	
5	RAS Update	<p>RAS Monthly Project Status Report for May 2015 The RAS Monthly Project Status Report for May 2015 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: Michelle Mitchell</p> <p>THAT the RAS Governance Group:</p> <ul style="list-style-type: none"> • Receives the RAS Monthly Project Status Report for May 2015. • Approves the RAS Monthly Project Status Report for May 2015 <p>Discussion Action Point</p> <ul style="list-style-type: none"> • Project Manager to provide on-going updates in regard to unpaid Contractor hours and progress on reducing this liability <p>Action Point</p> <ul style="list-style-type: none"> • MBIE to provide more detail in regard to their review of the Technical Outcomes of the Panel. 	<p>Presented by:</p> <p>Project Manager</p> <p>MBIE</p>
6	Memo of Understanding	<p>Discussion</p> <ul style="list-style-type: none"> • The draft MOU, as previously circulated, was discussed. Further discussion on content of MOU. • Amendments are to be incorporated into the final draft. <p>Action Point</p> <ul style="list-style-type: none"> • ICNZ to provide the Project Manager with proposed wording around group decision making. 	ICNZ
7	Transition for RAS	<p>Discussion</p> <ul style="list-style-type: none"> • This item is to be carried forward to the next meeting and will be the core agenda item. <p>Action Point</p> <ul style="list-style-type: none"> • An invitation to be extended to a representative from MBIE to attend the July meeting 	Project Manager
8	Cash Settlements	<p>Discussion</p> <ul style="list-style-type: none"> • Bridget presented an update on the work that she has been undertaking in respect of Cash Settlements. Three main areas of focus: <ul style="list-style-type: none"> ○ Support and information for home owners while making Cash Settlement decisions ○ Post settlement issues 	

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		<ul style="list-style-type: none"> ○ Cash Settlement legacy issues 	
9	Health and Safety	Discussion <ul style="list-style-type: none"> • No concerns raised 	
10	General Business	Discussion <ul style="list-style-type: none"> • No matters raised 	
11	Board only time	<ul style="list-style-type: none"> • The Board did not request any 'Board only' time 	
12	Next meeting	<ul style="list-style-type: none"> • Thursday 2 July 1.30pm to 3.00pm 	

Action Point Summary:

	Action Points	Action by	Timeframe
1	EQC to respond to Project Manager regarding points raised by the Advisors with the Associate Minister relating to close out issues raised by 18 June 2015	EQC	18 June 2015
2	Project Manager to work with Community Law Canterbury and CERA to consider an approach to the District Law Society relating to vulnerable homeowners engaged with earthquake litigators	Project Manager	Ongoing
3	Project Manager to provide on-going updates in regard to unpaid Contractor hours and progress on reducing this liability	Project Manager	Ongoing
4	MBIE, through the Project Manager, to provide more detail regarding their review of the Technical Outcomes of the Panel	Project Manager	August Meeting
5	ICNZ to provide Project Manager with proposed wording in MOU around group decision making.	ICNZ	Completed
6	Project Manager to extend an invitation to a representative from MBIE to attend the July meeting	Project Manager	Completed

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