

Governance Group - Meeting Minutes

	RAS Governance Meeting
	1 February 2018 1.00 – 2.30pm
	Room 2.19, MBIE Offices, 161 Cashel Street, Christchurch CBD
	<ul style="list-style-type: none"> • Mike West (MBIE) – By Phone
	<ul style="list-style-type: none"> • Jenny Hughey (CCC) • Andrew Hammond (DPMC)
	<ul style="list-style-type: none"> • Ken Pope (MBIE – Project Manager) for items 1 to 6
	<ul style="list-style-type: none"> • Tim Grafton (ICNZ) by Phone for Items 3 – 6 • Renee Walker (EQC) for Items 3 - 6 • Darren Wright (DPMC) for items 3 to 6 • Josh Lindsay (EQC) for item 3 only • Neil Tyson (EQC) for item 3 only
	<ul style="list-style-type: none"> • Kelvan Smith (DPMC)

Item	Issue / Topic	Descriptor	Who
1	Apologies, Welcome and Conflicts of Interest	<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"> • No new conflicts of interest were noted. • Jenny Hughey sought, as noted below in section 2, an amendment to be made to her title and role on the National Body of the Community Law Centres o Aotearoa. 	Chair
2	Minutes	<p>Minutes of the Residential Advisory Service (RAS) Governance Group Meeting – 28 November 2017</p> <p>Moved by: Jenny Hughey Seconded by: Mike West</p> <p>Action Point: 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. This was accepted and the amendment made</p>	Chair

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		<p>THAT the RAS Governance Group</p> <p>a) Confirms the minutes of the RAS Governance Meeting held on 28 November 2017, having been circulated are a true and correct record subject to the amendment above being made.</p> <p>b) Approves the minutes of the RAS Governance Meeting held on 19 October 2017, as amended, to be released onto the RAS website</p> <p>Previous Action Points</p> <p>That a letter to be written to David Griffiths thanking him for his contribution on the RAS Governance Group.</p> <ul style="list-style-type: none"> • Complete. A letter was sent on 19 December 2017. <p>The new Minister for Greater Christchurch Regeneration should receive a briefing on the RAS Publication “Collaborative governance after a New Zealand disaster” ahead of this being released.</p> <ul style="list-style-type: none"> • Complete. A copy under cover of a briefing was sent to the Minister in late December 2017. <p>Dr Beaven was asked to consider, in conjunction with EQC, how to launch the RAS research publication.</p> <ul style="list-style-type: none"> • EQC have provided the list of those that have been issued copies in the initial distribution. DPMC have subsequently published it on their website. <p>Action Points:</p> <ul style="list-style-type: none"> • Project Manager to forward a copy of the Distribution List to the Governance members • Project Manager to forward a copy to the MBIE Communications Manager to review and identify any other opportunities to distribute this publication wider. <p>The Governance group would like an update at the next meeting from EQC on Land Settlements for the Kaikoura event.</p> <ul style="list-style-type: none"> • Complete. Representatives from EQC will attend the February 2018 meeting and provide an update on their progress. <p>The date of approval by the RAS Governance group be placed on the final Well-Being Referral Pathway document.</p> <ul style="list-style-type: none"> • Complete. This document has been updated with the approval date of 28 November 2017. <p>Updates to be provided at each meeting on the roll out and integration of the Well-Being Referral Pathway document amongst the Suppliers.</p>	

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		<ul style="list-style-type: none"> On-going. Community Law have been briefed and adopted the pathway. Breakthrough are scheduled to be taken through the document on 2 February 2018. 	
3	EQC Update on Land Issues and progress with the Kaikoura event	<p>Josh Lindsay and Neil Tyson attended the meeting and provided a detailed verbal update of progress with the Kaikoura event.</p> <p>They appear, at this point, to be on target to achieve their stated goals for resolving claims with a prediction that the majority of claims will have been assessed and settled by the end of March 2018.</p>	
4	RAS Operational Report	<p>RAS Monthly Project Status Report for January 2018</p> <p>The RAS Monthly Project Status Report for January 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. Moved by: Jenny Hughey Seconded by: Mike West</p>	Project Manager
5	RAS Overview of activities and initiatives	<p>The RAS Chair provided a verbal update of the meeting that both he and Darren Wright attended in December 2017 with the Minister for Greater Christchurch Regeneration. There was clear direction that the service should increase activity and introduce, where possible, a more wrap around service for home owners.</p> <p>As part of the review of RAS the Project Manager and Darren Wright meet with members of the Insurance Industry, EQC, Brokers and Community Law to identify any opportunities for future service offerings. It was agreed that these meetings should be scheduled more frequently and at least monthly.</p> <p>Action Point: Regular meetings with RAS and the Insurers, EQC, Brokers and Community Law are to be scheduled</p> <p>Other initiatives being reviewed are:</p> <ul style="list-style-type: none"> Drop in centres being run for 2 months to assist identify possible residents who may benefit from the RAS service. These would be run in conjunction with local Resident Associations, Large employers, NGO's etc. Revamped technical panel – review extending the scope of the panel to provide additional support to home owners Increasing the capacity of the brokers to more 	

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		<p>effectively manage their caseloads</p> <ul style="list-style-type: none"> • Greater access to a dedicated group of EQC staff and decision makers to support and assist RAS • Develop an approach to manage the impending Limitation Act expiry dates with individual insurance companies and mitigate any impacts of these stated deadlines. <p>Action Point:</p> <ul style="list-style-type: none"> • The Project Manager to forecast the likely financial costs if the RAS service was extended through to December 2018 • 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. 	
6	General Business	There were no items of general business raised	
7	Board Only Time	The Board did not request any board only time.	

Next Meeting – 28 March 2018 at 1pm, MBIE Offices, 161 Cashel Street, Christchurch

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