

Notes of Te Awarua-o-Porirua Whaitua Committee meeting 17.3.16

5-9pm at Newlands Community Centre

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Workshop Attendees

Te Awarua-o-Porirua Whaitua Committee:

Barbara, Diane, David, Jennie, John G, John M, Naomi, Sharli-Jo, Stu (Chair),

Apologies: Warrick, Larissa, Richard

Project Team:

Alastair (Project Manager), Brent, Grace, Hayley, Sheryl, Shelley

Members of the Public: Torrey McDonnell and partner

Agenda:

1. Engagement update and debrief (preceded by Values due to technological issues)
2. Work programme and working groups
3. Working groups' Terms of Reference
4. Values session
.....Dinner.....
5. Attributes session

Workshop purpose

The purposes of this workshop were to:

1. Get familiar with attributes & their role in process; make a start identifying some
2. Approve the latest iteration of whaitua community values for water
3. Get familiar with work programme and working groups required; confirm memberships
4. Identify any red flags in ToRs for working groups
5. Come up to date on community engagement process (incl debrief

- on Creekfest), decide about events
- 6. Mingle with CMP Leadership Group representatives

By the end of the night we aimed to have produced:

- Session 1: An update on community engagement, and a list of actions
- Session 2: Approval / any issues with work programme, working groups & memberships
- Session 3: A list of any TOR red flags; actions to address them
- Session 4: Approval / any issues with latest Whaitua Community Values
- Session 5: A first longlist of attributes for Hauora Kaiao – Ecological Health

The purposes were achieved.

Actions and general business to do

Values	<p>For 14.4.16:</p> <ul style="list-style-type: none"> • Project team: email GW survey (2015) on recreational values in water • Working Group: update Values set with community values info for report back 14.4.16
Community engagement	<p>Within 1 week of meeting:</p> <ul style="list-style-type: none"> • PT – suggest Committee an alternative to plastic boxes as per decision in notes • PT – arrange venues, advertisements, resources for public meetings, send invitations to Committee • Committee – those who put hands up, lock in attendance at public meetings
Work programme, WGs, and membership	<p>By 31.03.2016:</p> <ul style="list-style-type: none"> • Alastair and Stu – get all EOIs from Committee, then confirm members of WGs by email • Larissa, Richard, Warrick – look at WGs and note your interest / willingness for membership
WGs' TOR	<p>Within 1 week of meeting:</p> <ul style="list-style-type: none"> • Project team: amend TOR as per changes; provide to Committee by email • Committee: review generic TOR
Attributes	<p>For 14.4.16:</p> <ul style="list-style-type: none"> • V&A working group: type up longlists of attributes, and remove duplicates, flagging changes.

Meeting notes

Session 1 - Values update

(Sheryl Miller, GW)

See *“Values and Attributes working group update”* in workspace

Session purposes:

- Update the Committee on the latest iteration of the whaitua community values, and check for any “red flags”
- The purpose was achieved.

Analysis process

- Sheryl talked through the process of analysing information about values.
- The table of whaitua values statements in the Values report as updated for this meeting has only the Committee’s values work in it.
- Wordles have been done using language that stood out from each round of incoming community values input.
- This input will be incorporated into the values descriptions, and any changes will be flagged for the Committee to approve.
- Te reo language will be refined and checked

Values statements

- The values statements will get to a stage where the Committee generally approves them, then they will sit for a while. The statements may change further over time (e.g. if the attribute-development process reveals a need for slightly different language).
- The purpose of asking for public input, analysing it and updating the values statements is to capture the Te Awarua-o-Porirua Whaitua community’s values.

Initial impressions about language

- Sheryl noted the caveats on the interpretative process so far: wordles can’t express any context for words (e.g. “stock” is treated the same whether it was fish or farm animals)
- That said, initial impressions included:
- “fresh” is a new concept, along with “medicinal purposes”
- some community members use the waterways and harbour as a tip
- “swimming” related words are coming through, not “wadeable”
- “family”, “whanau “ are coming through in different places
- “chilling” and “hanging out” were present from Whitireia
- There are similarities to the Ruamāhanga but some differences too

Who’s given information

- There was a question about how much the rural community had had input
- GW’s survey about recreation in water is worth looking at - a recent occasion whaitua residents have been asked about their values in water. Useful information was (e.g.) what would dissuade people from going in water.
- It was noted that we are asking broader questions, without any looping back to the community to feed back.
- This survey report is in the workspace and will be emailed out.

Session 2 Engagement update and decisions

(Shelley Elliott, GW)

Session purposes:

- Update on community engagement process (incl debrief on Creekfest), decide about events
- The purpose was achieved

The first part of the session was a round-table on what engagement Committee have done which might not be in Shelley's spreadsheet. Please see the updated spreadsheet on the shared workspace.

Engagement update: need to know everything that's been done

The Committee noted that

- only some of the incoming feedback has people's suburb on it, so measuring inputs (what areas and groups we have told about this / asked for input) is essential.
- full information on what's been done is a prerequisite for the Committee to make an informed decision about whether we've done enough engagement.

The second part of the session was an outline of the proposed public events, with the aim of getting commitment to something for the remaining weeks of engagement.

Unmanned feedback station: happy medium

- There was discussion about the suggestion from Jon (the project team's community engagement rep) to use perspex voting boxes (see presentation for a picture) plus tokens. Each box would have some articulation of community values and one box would be a "free range" write-your-own box.
- There was discussion about the two purposes of unmanned stations:
 - to raise awareness of the whaitua and get input (any input – incl. a general perspective or vibe)
 - to gather substantive information on values which can be incorporated with into the values statements.
- The Committee noted that for purpose 1, the interactive appeal of boxes does better than the "fill in the form" approach. More people are made aware, because fewer are turned off by having to write stuff.
- There are also ways to handle this kind of information differently from substantive written responses (e.g. BTT input)
- However there was concern that the suggested boxes arrangement would push people to prioritise values, or otherwise put words in people's mouths, which was not desirable.
- The Committee would like to find a happy medium for an unmanned station which allows for people to express themselves but maximises interactivity and awareness-raising. PT will make a suggestion.

Public meetings: who, when, where

- Shelley outlined the proposed times & dates for the public meetings, which the Committee had asked for on 11.2.16.
- These are:
 - Linden Social Centre on Wednesday 30 March
 - Churton Park Community Centre on either Monday 4 April or Monday 11 April

- The best drawcard would be “come and chat with a Whaitua Committee member” so committee attendance is important.
- A combination of Stu, Barbara, David, Diane, Bronwyn and Naomi is available on different days. Shelley will follow up to lock in who’s coming when.

**Public meetings:
format &
resources**

- There was discussion about the pros and cons of a presentation plus questions format, where time of arrival determines one’s experience, vs an open house format where anyone can get the same experience regardless of when they drop in.
- The Committee heard that similar numbers of people turn up to each format, but that open houses provide much better interaction and engagement, as they’re more flexible.
- There were suggestions for resources to have to engage people with the catchment– e.g. street maps and catchment maps, with “Where Does My Loo Flush To?” info. The cardboard pens are also wildly popular.
- Shelley will work with the PT to confirm times and get resources for these sessions.

Session 3 - Work programme and working groups

(Alastair Smaill, GW)

See programme and working groups list, in Whaitua Committee shared workspace

Session purposes:

- to get familiar with work programme and working groups required
- The purpose was achieved.

Alastair talked through the high-level timeline of work, which showed the areas where working groups would contribute.

**Working
groups:
coverage**

- 6 working groups are proposed
 - Stormwater & wastewater working group
 - Sedimentation working group
 - Values and attributes working group
 - Modelling working group
 - Rural issues working group
 - Urban development working group
- The big kahunas in workload terms are the policy package groups for Stormwater and Wastewater, Urban Development, and Sedimentation. The Modelling / CMP working group will also be quite busy.
- Areas of work that don’t fall neatly into a working group can also be covered.
- The Values working group will shift its focus to become the Values and Attributes working group when it starts work on attributes; for now its work is on the whaitua community values.
- The Community Engagement work will come and go during the year. Committee decided to accept the recommendation not to have a C.E. working group - this work will be done by the whole Committee.
- The Committee agreed with the approach of using working groups, as above.

**Working
groups:**

See handout.

- The urban work (Stormwater and Wastewater and Urban Development

timing & workload

- policy packages) needs to start promptly.
- The CMP working group also needs to start soon, as the CMP Leadership Group need to start working with it.
- WGs decide when they meet, but will probably meet physically once a month and do other work by email / conference call / videoconference (easier with small groups).
- WGs will have multiple outputs to deliver, which will become clearer and will be part of each WG's scope of work.

Working groups vis-à-vis Committee

- The purpose of WGs is to make Committee's job easier by doing the "grunt work" on subject areas, and providing Committee with transparent options to make decisions.
- Working groups do work, and the Committee makes decisions.
- Consensus is not required in working groups, whereas it is at Committee.
- WGs can generate their own scope of work for their TORs (see next session discussion), but Committee must approve them.
- Working group work and meetings are additional to Committee meetings, because the WGs will do work then bring options to the Committee for decisions.
- The question was raised of how interaction between WGs will happen - e.g. how to distribute work and share information where work areas overlap. This was flagged as something we don't yet know but will tackle consciously.
- Committee will need to agree on the "dividing lines" – the thresholds of decisions whereby decisions over a certain magnitude or significance must be made by the Committee, not the WG. This will become clear for each WG, and possibly put in the scope of work appendix.

Working group membership

- There is no obligation for Committee members to be on working groups, but there is plenty to do and working groups are best with a variety of Committee membership. Personal interest in a subject-area helps with motivation, but diversity of Committee membership is important (not "wall-to-wall geeks")
- The pre-election stand down period does not affect whaitua work.
- Any Committee member can attend any working group meeting or see its work.
- Membership is not fixed in stone, but a consistent commitment is helpful for building up knowledge.
- The Committee filled in sheets over dinner on the whiteboard to express interest in being members (list is below).
- Stu and Shelley will email those Committee members not in attendance, so they can take part in the EOI process – the whole Committee must be aware who's going for which WG.
- If the number and diversity of keen members were right for a particular working group, members will be confirmed. If there are too many / too few / only one kind of interest on a working group, Alastair and Stu will shoulder-tap people, make decisions.

Values & Attributes	Urban Development	Rural Issues	Collaborative Modelling Project (CMP)	Stormwater & Wastewater	Sedimentation
Jennie	David	Bronwyn	Stu	David	Sharli
Barbara	Naomi	Diane	John M	Sharli	Naomi
David	Bronwyn	Barbara	Jennie	Naomi	John M
John M	John G		Diane	John M	Diane
Naomi?	Stu		John G	Bronwyn	
				John G	
				Stu	

Session 4 - Working groups' Terms of Reference

(Alastair Smail, GW)

See draft TORs (generic, and Values & Attributes WG), see also diagram of CMP-related group relationships in Whaitua Committee shared workspace.

Session purposes:

- Get familiar with the ToRs for working groups, identify any red flags
- The purpose was achieved.

Alastair talked through the draft WG TOR documents. Discussion focussed on the generic TOR.

Members also noted the diagram of relationships and can direct any questions on this to Alastair.

Generic TOR for all WGs

- Committee decided that a single generic TOR would be used for all WGs, and each WG would have its own particulars (incl. their scope of work) as an appendix .
- A standard process will grow up whereby all active WGs report to Committee at its meetings. These report backs will become a significant part of Committee meeting time – Committee will be making decisions, clarifying, asking for more work.
- We will need considerable rigour and structure to ensure Committee meetings don't bloat, and to ensure WGs' information enables straightforward decision-making (suggestion was for a structured process and templates / format for providing information and options).

Committee / PT membership

- PT and Committee will be represented on each WG. One of the PT people will be the go-to person, and one Committee member (ideally) will be the WG's Chair.
- The PT will support WGs – e.g. providing them with all the information available for their decisionmaking. The Committee also noted the importance of being able to make decisions under uncertainty, as this is guaranteed to happen.
- Committee attention was drawn to wording of the TOR: PT members will do "substantive work" and Committee members will do "work"
- Membership may morph over time with waxing and waning of whaitua

and non-whaitua commitments, and stand-ins are acceptable.

- Openness**
- The crucial elements to get right are transparency and a clear line of sight between Committee and working groups.

- Changes suggested** The following changes to the TOR were suggested and approved:
- PT person will be responsible for taking minutes; minutes will be posted on the waitua workspace (not website)
 - Quorum – should require Committee WG members to be present, not just any WG members
 - Remove “signatories” – overly formal
 - Add - WGs report back at each Committee meeting;
 - Add Guiding Principles from Waitua Committee’s TOR
 - Typos and grammatical errors fixed
-

Session 5 - Attributes

(Hayley Vujcich, GW)

See report and presentation in Waitua Committee shared workspace

Session purposes:

- Get familiar with attributes & their role in process
- Start identifying attributes (first step of a three-step process) for Hauora Kaiāo / Ecological Health

Hayley gave a presentation on what attributes are, with analogies to human health, and their roles in the water management context. Points from the subsequent Q&A are below.

- Other water is covered – but some complexity**
- Coastal waters - open and estuarine - are covered by the waitua process
 - In theory, the NOF’s attributes approach is transferable to coastal water, but measurement and states of attributes are not so clear / straightforward as no NOF-equivalent to use
 - Rivers = streams too.
 - Lakes does not cover artificial lakes – the only thing we have in this waitua
- ‘Maintain and improve’ water quality within an attribute state?**
- The NPS-FM requires us to maintain – we can’t let water quality get worse.
 - Debate: whether it’s acceptable to allow deterioration within a band as long as it’s not enough to actually drop to the band below.
- Compulsory vs waitua attributes**
- The compulsory attributes for human health-contact recreation and ecological health must be used, but we are not limited to them.
 - This waitua can make up its own – “we can think up some really neat ones”.

For the second part of the session, Committee, PT members and CMP visitors split into two breakout groups.

Facilitated by Hayley and Alastair, each group took 40 minutes to start identifying some attributes for Te Awarua-o-Porirua Whaitua value “Hauora kaiao (healthy organisms) - Ecological health: Waterways brim with life and have diverse and healthy ecosystems.”

The breakout groups:

1. Shared ideas for how you could tell how healthy Hauora kaiao / Ecological health is when standing out in the whaitua
2. Looked at the ideas, unpacking and refining them to be specific and clear
3. Discussed what is it about each attribute that means measuring it tells us what’s happening with hauora kaiao / ecological health

The groups came together to compare notes, briefly discussing how similar / different the two groups’ attributes were.

The initial lists of attributes are at appendix 1, and A1 sheets are at appendix 2

The Committee noted that:

- This three-step process must be done to identify attributes for each of the Whaitua’s values.
- The next task is to eliminate duplicates and ensure the wording is unambiguous.
- Committee is happy for the PT to do this ahead of the next meeting, if it is clear how the “working” had been done.

- Next session the Committee will go through the final two steps of the process to identify attributes, working with tonight’s material to refine it to a suite of good-quality and useful attributes.
- They will then decide how much of the process for identifying other values’ attributes they wish to hand over to the working group, vs do in plenary at Committee meetings.

- The attributes the Committee identifies will be the attributes for Hauora Kaiao – Ecological Health; the Committee’s activity is not a drill.

Appendix 1: Attributes for Hauora Kaiao – Ecological Health from the two breakout groups

Group 1 (Shelley / Alastair)

ATTRIBUTES FOR HAUORA KAIAO/ECOLOGICAL HEALTH

- Substrate
 - indicator spp
 - depth of sediment
 - muddiness

- Temperature of water
 - temperature/shade relationship
 - shade
 - metals
 - oxygen
 - pH
 - minerals
 - depth of water
 - surface film
 - rubbish

- Hard engineering; man made structures

- Clarity – tube measurement

- Brimming with life
 - healthy assemblage of macroinvertebrates
 - life – fish (seasonal)
 - range
 - #
 - Size
 - edible

- Flow

- Sediment
 - toxicity?
 - suspended solids

- Drinkability
 - get sick?
 - e. coli
 - taste
 - sweet/bitter, smell

- gritty/unnatural
 - bugs
- Algae
- Fish passage – presence of barriers
- Connectivity between fresh and seawater
- Salinity
- Attribute = Flow
- Vegetation e.g. sea grass, aquatic vegetation
- Habitat
 - natural banks
 - riparian plantings
 - boulders; “natural rubbish”
 - pools and riffles

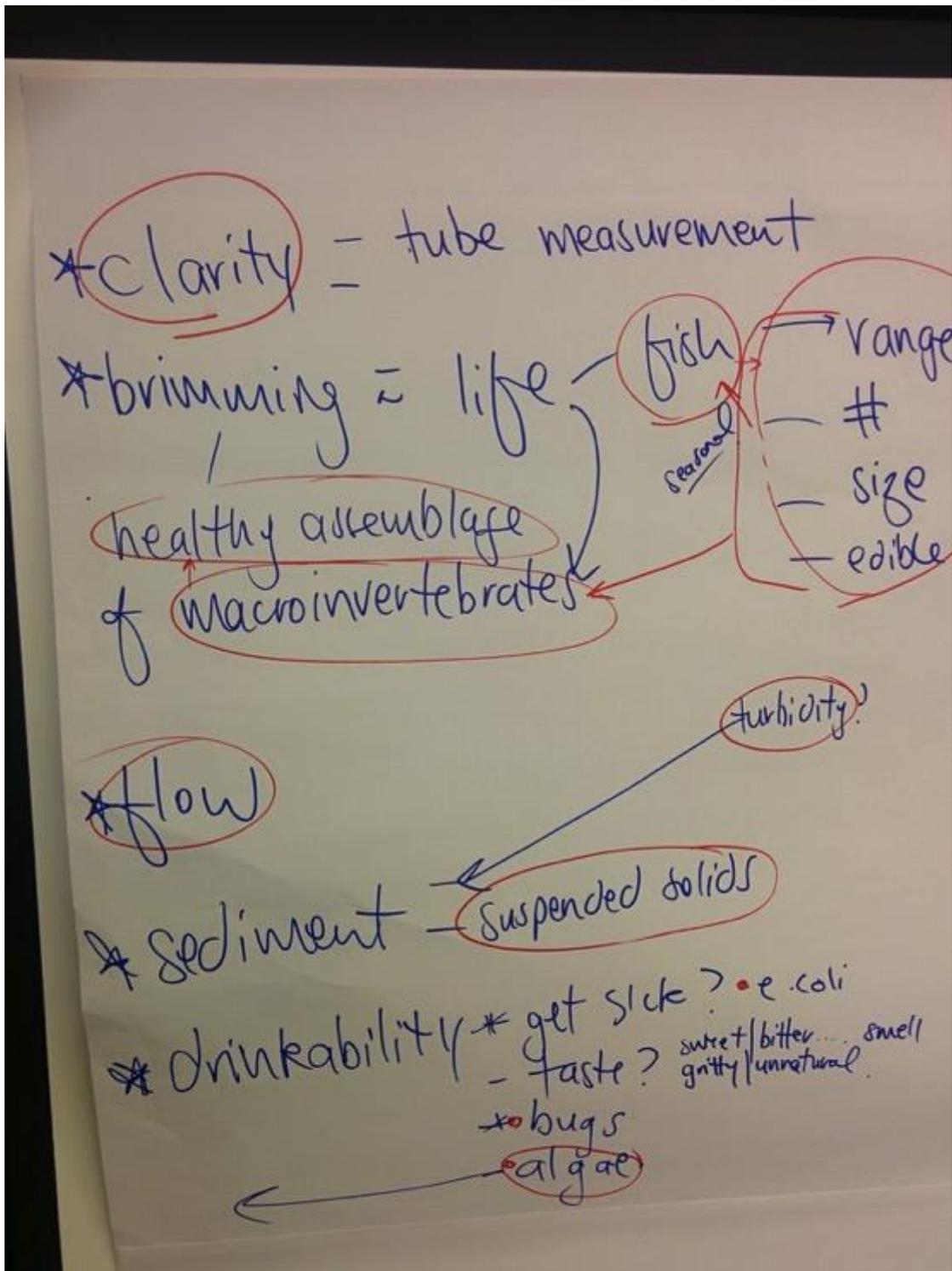
Group 2 (Grace/Hayley)

ATTRIBUTES FOR HAUORA KAIAO/ECOLOGICAL HEALTH

- Pathogens
- Toxicity effects
- Temperature
- Dissolved oxygen
- Shade/cover
- Scorecard
- Modification
- Variability
- Smell
- Suspended sediment

- Biodiversity Index
 - trophic levels
- *Flow
- Riparian
- Morphology
- Invasive/Pests sp.
 - presence
 - abundance
- Turbidity
- Fish stocks
- Habitats – e.g. seagrass
- Rubbish
- Sedimentation – coastal, estuarine
 - Content
 - rates
- Taonga spp.
- Fish passage
- Birds
- Periphyton
- Shellfish stocks
- Mahinga kai
 - presence

- abundance
 - condition/health
 - edible/safe to eat
- Native fish presence
- E.g. macroinvertebrate community Index
- Contaminants load
- Heavy metals
- E. coli
- Ulva/other established algae



- fish passage

~~connectivity~~

- presence of ~~barriers~~ ^{barriers}

Connectivity btwn
fresh + seawater

- Salinity

~~presence of people using the water~~

~~water take~~ - attribute = flow

- Vegetation ^{ex.} sea grass; aquatic vegetation

- habitat

- natural banks
- riparian plantings
- boulders; "natural ^{neoboulders}"
- pods + riffles

- Substrate

- indicator spp.
- depth of sediment
- muddiness

- Temperature of water

- shade ↑ relationship

- flow

- metals

- oxygen

- pH

- minerals

- depth of water

- surface film

- rubbish

- ~~natural character~~

- ~~shape, banks~~ — straight; erosion,

- ~~pools + riffles~~

- hard engineering; man made structures

Pathogens

Toxicity effects

Temperature

Dissolved oxygen

Shade/cover

Scorecard

Modification Variability

HAVORA KAIAO/ ECOLOGICAL HEALTH

Smell

Turbidity

Shellfish Stocks

Suspended Sediment

Fish Stocks

Mahinga kai

Habitats eg. seagrass

- presence
- abundance
- condition/health

Biodiversity Index ^{trophic levels}

Rubbish

- edible/safe to eat
- coastal estuarine est

Sedimentation

Native fish presence

*Flow Riparian

- Content
- Rates
Tasuga sp.

g. Macroinvertebrate Comm. index

Morphology

Fish passage

Contaminant load

Invasive/pest sp. ^{presence abundance}

Birds

- heavy metals
- E. coli

periphytons

Ulva / other est. algae

Cartoon courtesy of Diane

