

TAKAKA FRESHWATER AND LAND ADVISORY GROUP

AGENDA

9.30AM – 3.00PM / THURSDAY 23 FEBRUARY 2017 / FIRE STATION, TAKAKA

Purpose of today:

- Design community open day
 - Decide and develop information for community open day
 - Assign roles for preparing community open day materials and roles for the day
 - Opportunities to reconsolidate as a group
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9.30 AM Welcome & Karakia

Outline of day

9.45 Check-in

Round the group check-in (optional)

10.00 Reconsolidating group

[PREP: READ MEETING NOTES]

Sharing between FLAG members – what happened at the last meeting, any questions, reflections or additions after reading the meeting notes?

Whole group discussion (15 mins)

10.15 Key themes from community feedback

Quick recap from last meeting & update from Lisa

Presentation (LM, 10 mins)

Session 1 Open Day – clarity on purpose and intentions

10.30 Planning and preparation – The Why

Clear agreement on topic/context/areas of concern

What makes this worth talking about?

With whom?

Group brainstorm (10 mins) Summary statement/agreement (5mins)

10.45 Planning and preparation – The How

Clear agreement on event design/what we most need/what participants need

1. Participant experience

2. Rational aim – thinking required during the sessions

3. Practical Result – what you need at the end

Break out groups x3 (15 mins)

Feedback by topic & agree (15 mins)

11.15 Kapu Ti

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Session 2 Open Day – content, information, communication

11.30 Key issues or information that you want to address

Is it about asking the community questions – what are the right questions for the information you need?

Is it about helping the community understand your freshwater planning approaches?

- What topics do you want to cover? What specific aspects of these topics?

Gather ideas (20 mins)

Prioritise key issues/information: top 3-5 individually – group & agree (15- 20 mins)

12.15 Developing the information and how it will be communicated

Develop key messages/ how you want to information presented – identify specific graphs/pictures/interactive presentations/anticipated questions with answers etc

Break out groups x3 (priority topics - 2 rounds x 20 mins)

What will happen with information/ideas – assigning roles (5 mins)

1 PM LUNCH

[assign selves to time slots/topic/task]

1.45 TWS – management of risk

A common understanding amongst FLAG of the options – a possible way to present the information

Presentation – Lisa McG (15 mins)

Discussion – appropriateness of content/ usefulness of approach (15 mins)

2.15 Layout of open day sessions (as suggested at previous meeting)

Overview - timing of sessions and roles

- Welcome
- Getting to know who is present
- FLAG presentation
- Q&A
- Individual discussion/other info gathering methods...
- Close

Agreement on approach/roles (15mins) - To be confirmed via email

2.30 Assign task and commit

Who has agreed to do what? - In preparation? - On the day?

State commitment

2.45 Any feedback on today

3.00 FINISH