NZMGI Steering Group - Meeting 15

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| Meeting date | 20/03/2023 |
| Time | 3.00pm - 4.00pm  |
| Venue | MS Teams conference call |
| Attendees | Bradley Cooper (LINZ), Ryan Hughes (MPI), Aaron Napier (MFE), Wendy Callaway (DOC), Jess Hillman (GNS), Bonita Cooper (MNZ), Miles Dunkin (MBIE), Robin Khun (NZDF), Anna Meissner (LINZ), Rachel Gabara (LINZ, Chair), Jessica Lett (LINZ, Minutes)  |
| Apologies  | Enrique Pardo (DOC), Oliver Wade (Marlborough District Council – Local Gvt Rep), Jochen Smidt (NIWA), Stephen Hunt (Waikato Regional Council – Local Gvt Rep), Jenny Black (GNS) |

Discussion items

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|  | Description |
| 1 | Round table feedback on the Annual WG Meeting and ideas for future meetings (ALL) * Reviewing notes from TOR review a year ago, ensure TOR and role and goals WG fit for purpose, Future meeting discussion, use feedback in future workplans.
* Start leaning/relying on WG not just SG - resources/aspects of Workplan reach out to WG for assistance, focus groups + leads.

Future WG meetings: * Future meetings - each agency put hand up to host next WG meeting + broad range of speakers (public/private)
* Prior warning of questions to be asked in WG breakouts. - highlight
* Few more discussions/ SG responsibilities prior to meeting
* WG reporting back - purpose of annual WG meeting?

Purpose of Annual Meeting * Accountable to WG showing resources of is for something/ progress plans etc.
* Each member of SG - put hand up for one element of WG/ leading sub-group/ responsibility to deliver.
* How to divvy up and what/who is relevant for which section - SG acknowledge interest/ knowledge/ organisation alignment and commit to that section.
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| 2 | Review the output of the Annual WG Meeting (ALL)* Everyone is happy with the process of theming the feedback from the questions asked at the working group meeting.
* Suggestion that meeting feedback to be put in a shared space for review like Sharepoint - This is to be established prior to next meeting.
* Next step for SG with feedback is to compare the feedback to WG meeting #2 - and put toward workplan/roadmap. Create a picture of what is happening within NZMGI.
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| 3 | Agree how to incorporate the above into the workplan (ALL)* Aim to use the feedback received from WG meeting in future workplans/ work priorities.
* Review/ Compare feedback to WG meeting #2 with feedback from WG meeting #5.
* When Anna is back look to putting together next workshop.
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| 4 | Update on the DIA innovation project Māori data hui (RG)* Request for additional contacts that may be interested in the hui.
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| 5 | MGI value propositions SWPHC "Why should we share data" - shared  |
| 6 | Update on Anna return (RG)  |
| 7 | Agree next meeting date - proposed Monday 1st May 2pm-4pm* Send out a poll to make sure - 1st/ 15/ 16/ 19 May 2023
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Previous Actions - Open

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| --- | --- | --- | --- | --- |
|  | What | Who | When | Status |
| 12.4 | Identify opportunities for further Māori involvement and contribution to the SG | ALL | On-going  | OPEN  |
| 12.5 | Share HYPLAN Storymap with Jenny (GNS) for user testing | Brad (LINZ) | On hold  | OPEN  |

Actions

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| --- | --- | --- | --- | --- |
|  | What | Who | When | Status |
| 15.1 | Put WG meeting feedback on Shared space | (RG)  |  | OPEN |
| 15.2 | WG to look over prior to next SG meeting | (ALL)  |  | OPEN  |