NZMG Steering Group

Meeting Actions and Decisions 16/10/2019

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| 1. **NZMG-SG TOR – comments or feedback**

Actions: **A1.1 - LINZ** to update with comments from round tableDecisions: D1.1 - Iwi/Maori representation is required on the SGD1.2 -TOR should be consistent with WG TOR when referenced1. **Work plan prioritisation**

Actions:**A2.1 - LINZ** update prioritisation table and distribute to membersDecisions: D 2.1 - Amendments included in the work plan1. **Identify project leads for high priority work**

Actions:**A3.1 - All SG members** identify relevant high priority tasks to lead. Seek buy-in from your organisation for your contribution**A3.2 - All SG members** indicate preferred tasks to lead by email by 31 Oct**A3.3 - All SG members** confirming commitment to lead tasks by email by 15 NovDecisions: D3.1 - Ran out of time in meeting to confirm leads so SG members to do this by email1. **Discuss and agree WG & SG comms and reporting requirements**

Actions:**A4.1 - LINZ** to email communication to WG (include outcome of SG meeting) until a webpage and/or slack channel is setupDecisions: D4.1 - Reporting will be scoped by the task lead under the work plan 1. **Agree date, host/chair for next WG and SG meeting**

Actions:**A5.1 - LINZ** send out next SG meeting options**A5.2 - All SG members** select available datesDecisions: D5.1 - Next SG meeting in mid Dec, date TBC, held at LINZD5.5 - Next WG meeting held within 9-12 months, WG host to be agreed at next SG meeting |