

TANK Engagement Working Group (EWG) Terms of Reference



Purpose

The Engagement (and Communications) Working Group is established to assist the TANK Group with iwi, stakeholder and wider public communication about and input into freshwater management.

Its key purpose is to identify and recommend opportunities to inform, consult and involve stakeholders and the wider Hawke's Bay community in relation to the freshwater values and objectives identified by the TANK Group and to implement or carry out communication and engagement initiatives as required.

A further objective of the Working Group is to increase the public profile of the TANK Group to empower the Group and encourage collective responsibility for the consensus decisions it makes.

Scope

The EWG gives particular focus to the collaborative plan process being undertaken by the TANK Group. The EWG scope is on matters being addressed or relevant to TANK Group decision making and work programme.

Particular emphasis will be given to Iwi/ Hapū engagement, community/ stakeholder engagement, sector engagement and TANK Group (internal and staff) communication.

Membership and operation

The EWG will be made up largely of TANK members, with support staff from HBRC and the TANK project team assisting as deemed necessary. Additional expertise can be sought by the convenor as necessary to assist the group.

The EWG members are as listed below.

The EWG will be convened and coordinated by Drew Broadley, HBRC Community Engagement Manager.

Robyn Wynne-Lewis, TANK group facilitator, will attend meetings whenever possible.

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The EWG will manage its meetings in a way that reflects the collaborative and consensus approach adopted by the wider TANK group.

Meeting times and frequencies will be managed by the EWG.

The EWG does not have the authority to commit the TANK Group or HBRC to any decision or spending but will provide advice and recommendations about potential actions and will carry out projects adopted by the TANK Group.

Working Group Process and Outputs

- Review all discussions and decisions made to date by the TANK Group both generally and in relation to community engagement
- Develop communication material that describes the work of the TANK Group and any key decisions to date, and provides information about the scope, objectives and timeframe of the TANK Group's work programme

- Contribute to building community understanding of the current state of land and water in the TANK catchment and how the TANK work is addressing this.
- Establish communication platforms, including the use of social media, to enable input or involvement by stakeholder groups and the wider community where necessary
- Review the TANK Group's work programme, noting upcoming milestones and opportunities for external leverage
- Identify and describe any gaps and opportunities in relation to the engagement of direct stakeholders, iwi, sector, agencies, wider public
- Develop and deliver a cohesive engagement (and communication) plan that results in timely input into the TANK Group's decision-making.
- Manage media reporting and communication including the appointed spokesperson(s) from the TANK Group where necessary.

Outputs and reporting

The EWG will report regularly its progress on outputs, media coverage and future actions to TANK. An Engagement Plan of Action will be provided to the TANK group by June 2017, and reported on thereafter.

Resources

Additional advice and information will be provided by other HBRC staff including Mary-Anne Baker (Senior Planner) Joyce Anne Raihania (Senior Planner) and Desiree Cull (Programme Leader) and Robyn Wynne-Lewis (TANK Group facilitator).

HBRC will provide meeting rooms and secretarial support for recording discussion, collating information and reporting findings.

HBRC will supply the necessary collateral required as part of any outreach or engagement project and will manage any social media platforms to be used by the TANK Group .

Community Engagement

Convenor; Drew Broadley

Bruce MacKay

Lesley Wilson

Hugh Ritchie

Tania Huata

Tom Belford

Wayne Ormsby

Brett Gilmore