

LCAP Meeting Minutes

Meeting #: 1

Date: 9 Sept 2025

Time: 6-8 pm

Location: Vogelmorn Hub, cafe space

Facilitator: Alex Keeble, Maximillian Scott-Murray

Note Taker: Kate Turner

1. Attendees

Present: Mark Ormsby (for introductions only), Alanna Puketapu-White, Parehinetai Sannyasi, Jack Hitchcox, Gabriela Roque-Worcel, Hannah Clark, Adair Valentine-Robertson, Cliff Law

Apologies: Tamati Moriarty

2. Agenda

1. Whakawhanaungatanga
2. Introducing the purpose of the panel
3. Terms of Reference and Code of Conduct

3. Meeting Notes / Discussion

Agenda Item	Discussion Summary	Action Items	Who?	Due Date
Welcome	Karakia timatanga Introduction of facilitators			
Circle process - whakawhanaungatanga	Lead by Max, with a mauri stone / talking stone: Whats your name, where do you whakapapa to, and what is a treasured memory you have of this area? Treasured memories included ruku kaimoana all over the coast, the Island Bay fair, being with friends at the beach, being with whānau in all places across the catchment If you could live in the setting of any one movie or book (or			

song/poem/piece of art etc), what would it be, and why?

Various responses, from wanting to return to ask questions of tupuna, to the time of Goldie. Many wanted to be in 'water' and 'dive' films. Some love for LOTR ("we're hobbits at heart"). to

Tell us about a time you collaborated with others, and what made it a memorable experience?

Memories ranged from collaborating in student research environments to complex national iwi projects, to weeding as a quiet way of being involved in noisy community events, to making art and theatre together.

Shared kai

Purpose of panel

Alex gave a brief introduction to the panel
Noted that the focus is on process versus decisions.
Important that the panel speak up if anything doesn't make sense – your questions are important.

Introduction of the wider project structure and how the panel fits in.

Terms of Reference (TOR)

Alex lead an exercise to identify which statements in the Code of Conduct resonated the most with panel members.

No concerns were raised on the Terms of Reference.

When noting that panel members' names would be published on the project page, one panel member asked for the reason for this – to ensure transparency and accountability for Council to the wider community.

	Alex noted high level minutes would be made publicly available and Kate confirmed that they would be circulated to panel members for any comments before they are uploaded. No names will be attributed to comments.
Final circle	How are people feeling in one word? - Optimistic - Excited (2 people) - Inspired - Apprehensive (but in a good way) - Harikoa - Balance (keen to grow with the rōpū, keen that this opportunity is taken seriously and everyone shows up) Max closed with karakia

4. Next Steps / Action Items Summary

Action Item	Responsible	Due Date
Await any follow up comments regarding the TOR or concerns about publishing panel members names.	Alex/Max/Kate to receive (none received)	16/09

6. Next Meeting

Date: 16 September

Time: 6-8pm

Location: Vogelmorn Hub, cafe space

Additional Notes

- Whakawhanaungatanga and building trust among panel members and with facilitators was a key objective of the session.
- No concerns on the TOR, approach to minutes etc. were raised during the meeting or after.