



Agenda – Independent Advisory Panel

Date, Time & Location:	Tuesday, 10 April 2018 at 10am – 4.30pm at MBIE, 15 Stout Street, Wellington (Room G.07)			
Panel members:	Rodger Finlay (Chairperson), Sarah Brown, Neville Harris, Rosie Mercer, John Rae, John Sproat & Dr David Wilson			
In attendance:	Nigel Bickle (Head of Provincial Development Unit), John Doorbar (Provincial Development Unit Director), Jane Frances (for 3.1 only), Alex Matheson (for 3.1 only) & Alta Kilsby (Secretariat)			
Apologies:	Dr Charlotte Severne			
AGENDA ITEM	PRESENTING AND/OR ATTENDING	ACTION	DURATION	TIME
1. PANEL ONLY TIME			0.30	10:00 - 10:30
1.1. Committee time	Panel members	D		
2. MEETING ADMINISTRATION			0.15	10:30 – 10:45
2.1. Apologies	Rodger Finlay	N		
2.2. Minutes of the previous meeting <i>Review and approve draft 13 March 2018 Minutes</i> <i>Papers: Draft minutes</i>	Rodger Finlay	R		
2.3. <i>Identify any other items for discussion under General Business</i>		D		
3. CHAIR / MINISTERIAL / HEAD OF PDU INSIGHTS			0.30	10:45 - 11:15
3.1. Verbal insights & Management Report by Head of PDU <i>Papers: Cover sheet, Head of Unit report, Pipeline, Summary of Investments</i>	Rodger Finlay Nigel Bickle Jane Frances & Alex Matheson	D		
4. ESTABLISHMENT OF PROTOCOLS			0.15	11:15 - 11:30
4.1. Register of Interests <i>Review Register and declare any new interests</i> <i>Papers: Register</i>	Rodger Finlay	I		
4.2. Terms of Reference <i>Review and approve draft Terms of Reference</i> <i>Papers: Draft Terms of Reference</i>	Rodger Finlay	R		
5. STANDING ITEMS			0.60	11:30 – 12:30
5.1. Commercial Information				
5.2. Inclusive list of investments approved by SROs & Ministers <i>Papers: Cover sheet & Register</i>	Nigel Bickle	N		
5.3. Risk awareness <i>Papers: Cover sheet & Risk Register</i>	Rodger Finlay	D		
5.4. Provincial engagement update <i>Verbal report back by panel</i>	Rodger Finlay	I		
LUNCH - 12:30 – 1:00				

ACTION KEY: R = RESOLUTION N = NOTE D = DISCUSS C = COMPLETE I = INFORMATION V = JOINING VIRTUALLY

AGENDA ITEM	PRESENTING AND/OR ATTENDING	ACTION	DURATION	TIME
6. PROJECT / PORTFOLIO FUNDING PROPOSALS			0.45	1:00 – 1:45
6.1. Role of the IAP for large and complex Expressions of Interest <i>Panel discussion</i>	Nigel Bickle	D		
6.2. Hundertwasser <i>Verbal update</i>	Nigel Bickle	I		
7. CONFIRMATION / COMMUNICATION OF PROPOSED ADVICE TO MINISTER(S) / CABINET			0.45	1:45 – 2:30
7.1. Commercial Information				
7.2. RAL <i>Status update</i> <i>Papers: Cover sheet & Update</i>	Robert Pigou	I		
8. STRATEGY			0.90	2:30 – 4:00
8.1. Commercial Information				
9. GENERAL BUSINESS & MEETING REVIEW			0.30	4:00 – 4:30
9.1. Any items for general business & meeting review				
10. REFERENCE MATERIAL (also published in the Boardbooks Resource Centre)				
10.1. PGF Key Messages PGF Funding & Application Criteria IAP contact list & meetings for 2018				
The next RED Ministerial meeting will be held on Thursday, 3 May 2018 in Wellington				
The next IAP meeting will be held on Tuesday, 8 May 2018 at MBIE in Wellington				