

SWG Roundtables – Terms of Reference

Purpose of the round tables (RTs)

Roundtables are a way of the SWG breaking down the task of building understanding of the issues effecting the Gulf into specific areas of enquiry. They allow leverage as not all SWG members can be on every RT and they also provide a broader group outside the SWG to engage in the information gathering and problem solving stages.

Stakeholder representatives on the RTs allows the SWG to build deeper relationships and engagement with interest groups so they are directly engaged in the process. These interest groups will be on the RT or RTs that they are most concerned or impacted by. This relationship is the platform for the collaborative plan building process, the creation of innovative solutions and the understanding and acceptance of proposed final plans.

Membership

The RTs will have at least 3 SWG members on the round table and will be supported by the officials who may assist in convening the meetings. The names of others who may be invited to join the RT will be signed off by the SWG before the RT proper starts its work. Continued membership of RTs is purely at the discretion of the SWG.

Two of the SWG members will be nominated as co-chairs of the RT

RT Modus operandi

The RTs will follow and be respectful of the protocols and vision of the SWG (attached).

Roundtables consist of individuals who represent a range of different stakeholders and mana whenua with an interest in the topic areas and in the Hauraki Gulf. The group will receive and provide information, discuss and debate issues and aspirations, resolve conflicts and seek consensus to assist the SWG fulfil its obligation to produce the Hauraki Gulf Marine Spatial Plan.

The RT input will be used by the SWG in meeting their obligation to develop a marine spatial plan that is supported and able to be formally adopted by statutory agencies, implementable by statutory agencies and acceptable to stakeholder groups

Members of the roundtables will work towards a shared understanding of the issues faced by the Gulf and identify agreed solutions to these issues. This does not mean that stakeholders necessarily agree about the issues and the proposals, but that they understand each other's positions well enough to have constructive discussions and exercise their collective intelligence to identify unbiased best practicable solutions.

The marine spatial planning process is new and evolving. Members of the RTs will need to be adaptable and have a proactive approach to achieving successful outcomes for the Hauraki Gulf.

The roundtables will strive for productivity, respect, creativity and clarity. As representatives of their respective groups, the RT members will come prepared and

committed to an open collaborative process with a view towards sharing relevant information, taking opportunities to learn from other interest groups and seek new solutions to potential conflicts. All members will work towards the greater good of the Hauraki Gulf and make every effort to reach consensus with decision making. Consensus for this purpose means that participants either support or do not actively oppose (can live with) the decision

Evaluation of issues facing the gulf will be based on the best available knowledge whether science based, matauranga Maori, community knowledge and opinion and spiritual and cultural values.

For clarity no member shall speak on behalf of the RT as a whole and all enquiries by the media are to be channelled through the independent chair of the SWG

RT members recognise the need to maintain a balance between providing timely information to constituents and making statements that could undermine the success of the HGMSP project. RT members agree to avoid: a) making statements to the media that may discredit, misrepresent or prejudice the project's outcome, b) representing another group's point of view or characterising others' motives, or c) stating positions on preliminary proposals while they are still being developed or refined by the RTs or the SWG. Failure to abide by this agreement may result in replacement of the member by the Independent Chair.

Summaries of the information gathered (in all its forms) will be presented to the SWG who has the ability to access any of the information directly. Any proposals from the RT will be taken to the SWG to form part of their collaborative decision making and RT conclusions (or lack of conclusion) on their own have no authority.

Role of the co-Chairs

The co-Chairs will:

- Ensure the RT will follow and be respectful of the protocols and vision of the SWG
- Receive and provide information to the greater RT group, guide discussion and debate on issues and aspirations and help the facilitator to resolve conflicts.
- Assist members of the roundtables to work towards a shared understanding of the issues faced by the Gulf and identify potential solutions to these issues
- Ensure each meeting is focussed and outcomes driven by advocating for collaboration, productivity, respect, creativity and clarity.
- Ensure summary meeting notes are kept and report back to the SWG after each RT
- Take opportunities to learn from other interest groups and seek new solutions to potential conflicts
- Guide the group to consensus decisions to assist the SWG fulfil its obligation to produce the Hauraki Gulf Marine Spatial Plan

The co-Chairs will be supported by a facilitator (who will be their principal point of support) a technical lead and an administrator.