**Enabling Good Lives (EGL)**

**MidCentral Regional Leadership Group**

**Record of the meeting held on Wednesday 5 April 2023**

**From 10.30am – 2.30pm**

**At the Distinction Coachman Hotel, Fitzherbert Avenue, PN**

**Facilitator**: Ann-Marie Stapp

**Notes:** Jo Brew (via transcription)

**Present:**

* Annette (Deaf Rep) (+ 2 Interpreters Sarah and Janet)
* Peter, Natalie, Wayne, Jenny, Abi, (Disabled People)
* Pip, Tracey, Zandra (Family)
* Rachel (People First) (+ Meeting Assistant Marie)
* Rangirea, Nadia, Dion (Mana Whenua)
* Lovely, Rasela (Pasifika)
* Eru, Mike (Providers)

**Apologies:**

* Martin, Antnz (Disabled People)
* Ally (Family)
* Maide (Mana Whenua)
* Toni (Providers)
* Jeanette (MoE)
* Gabrielle (Te Whatu Ora)
* Jen (OT)

**Karakia**

The meeting opened with karakia at 10.30am followed by a round of introductions and a reflection on an Enabling Good Lives principle.

**Previous Minutes**

**Matters Arising**

* The March minutes will be updated with notes relating to the Mana Whenua/Family Whanau korero then circulated for approval by email.
* Budget information from various core groups has been received; the overall budget is approximately $240k, requests received total approximately $400k. Budgets will be collated and forwarded for negotiation.

**Action Points**

* A sub-group of RLG representing each core group to work together to write a letter reminding Whaikaha about their commitment to collaboration, consultation process and accessible documentation, i.e. cabinet paper being presented by Whaikaha to Treasury regarding the drawdown of funds for rollout. **In progress.**

**Sector Update**

* Two social media training sessions have been delivered by Little and Loud.
* Where does the group want to go next with Sector Engagement?
* A previous action point regarding Sector Engagement resourcing has been identified but no traction has been made. (*Individuals and core groups to send information to contribute to a joint proposal/business case for 20 hours per week sustainable funding for Sector Engagement capability and capacity/resourcing to Ann-Marie before the March meeting*.)
* A visual representation of the employment sub-committee was requested.
* The employment sub-committee will craft their own job description for clarification.

**General Business**

**Total Mobility Scheme**

A draft of a letter regarding the total mobility scheme was tabled.

* Endorsement was sought to accept the draft and send to Waka Kotahi and Horizons on behalf of RLG.
* Endorsement was received; the group approved the letter be sent after the signature is altered to show it was sent on RLG’s behalf.

**Pay Rates for Meetings**

* For some time, payments have been rounded up the nearest hour. The Co-Director, MW Ltd requested the group review whether this practice should continue, or be changed to reflect the actual length of the meeting. E.g. If attending a 1.5hour meeting, be paid for 1.5 hours, not 2 hours.
* Attendance registers no longer need to be signed as the form will be signed off by the Co-Director.
* In future, D365 will be a central repository for core group minutes and provide auditable records.
* Remittance advice notices will be sent to members with future payments.
* The status quo will remain until core groups have had an opportunity to discuss with their members and return a group vote at the May meeting.

**Update - Admin/Secretary Support for RLG**

* Whaikaha/Mana Whaikaha will arrange for the admin/secretary vacancy to be advertised using their previous job description of the role.
* A list of administration support tasks for RLG and MGG meetings has been provided by the outgoing secretary.

**Multi Core Group Roster and Meeting Dates**

* Disabled People – February
* Family Whanau – 11 April
* Mana Whenua – June (Matariki)
* Provider - August
* Pasifika - October
* YAAY – December

Note: When setting up the 2024 calendar, ensure Family Whanau are not allocated a date in school holidays.

The YAAY group offered to lead the April meeting.

* Budget for multi core group functions is approximately $600.00.
* If you wish to access the multi core group activity funds or individual group funding($10k) for activities send your proposal (activity and expenses) to Co-Director, MW Ltd and the same list to the financial administrator so invoices or reimbursements can be reconciled.
* If funds are required in advance, an estimate or written quote is required; receipts are always required for reimbursements.

 **Action: A process for accessing money in advance will be**

 **created and circulated.**

* MSD funding – needs to either be spent by 30 June 2023, or a proposed budget be recorded.

**Director Update**

* Rachael sent her apologies as she was unable to attend.

**Housekeeping**

* A brief reminder about meeting house-keeping guidelines was shared.

**Liability for RLG Asset Register, Insurance Etc**

* Is there an asset register, do we know where the assets are stored, who covers in the insurance of the assets?
* It was proposed that Mana Whaikaha Ltd organise the asset register and insurance as they own the assets. **The group was in agreeance.**
* Core groups were asked to compile and send lists of the equipment they held to the Co-Director, MW Ltd.
* The group agreed funds be used to cover assets insurance.

**System Transformation (Next Phase) Meeting Update**

* The Director apologised for lack of consultation about who would attend last month’s meeting at Whaikaha. Appropriate leadership representation was sought prior to RLG due to very tight timelines.
* Disappointment at not being invited to attend the meeting was expressed by a Pasifika representative.
* A Providers forum will be held in the near future.
* A request to review guidelines for welfare was made at the meeting as financial hurdles create difficulty for full participation by members of the disability community.
* Key concerns were expressed about the language used in documentation as is wasn’t always mana enhancing to disabled people and whanau.
* Advocating children’s voice is not lost in the next phase and that all are experiences include the Enabling Good Lives approach.
* The discussion was broken into different categories which enabled national differences to be shared and understood to be able to work together better.
* PWC organised the meeting to gather information to use in the development a cabinet paper by Whaikaha to present to Treasury to seek independent funding to invest in development of tripartite partnership, community voice across NZ and how to use systems transformation more effectively across NZ.

**Updates**

**Pasifika**

**Levin**

* School base is growing, including young mothers with children.
* A mothers group is developing their accessibility and inclusiveness of mothers with disabled children.
* Disabled youth are not yet ready to seek help or resourcing.
* Seek to include Shannon in their area, PN will include Feilding.
* Repeated their request for a laptop for the Levin group to use. Disabled People group will assist.

**People First**

* The regional meeting was held early last month.

**Providers**

* Staff recruitment continues to be challenging.
* The recruitment strategy project continues and may require further funding to reach completion.
* Funding challenges with various contracts and costs.
* UCOL visited the last meeting to talk about their role as trainers of support workers and related matters.

**Deaf Community**

* Deaf Information Evening planned for 21 April now on hold – postponement date to be advised.
* A representative of Whaikaha has been invited to attend.
* Everyone welcome.

**Disabled People**

* Met yesterday; received an update on the Systems Transformation meeting held last month.
* Planning a noho Marae.

**Family Whanau**

* Received further engagement from returning family members.
* Engaging with Janine Morrah to assist plan and facilitate events for Enabling Good Lives events for Whanau.
* One member is sharing their access to an American life planning course as a learning opportunity.
* Family Whanau core group meetings now open to any family member who wishes to attend.
* Meetings are held the day before RLG meetings at 11am.

**Mana Whenua**

* Focusing on budget, orientation and induction process.
* Requested transparent information of the overall MW Ltd budget submitted to Whaikaha.
* The Co-Director informed that information for presentation to RLG monthly meetings is in development with the new financial administrator.
* Acknowledged appreciation of invitation to attend Providers meeting despite lack of capacity to attend.
* Clarification about Microsoft D365 Training was requested:
* Currently seeking a funded opportunity for members to attend an Ace funded training course.

**Action: Disabled People administrator to arrange**.

**YAAY**

* Recently went to Whanganui to ride on Waimarie, the paddle steamer.
* Upcoming event – karaoke.
* Making plans for end of year camp.
* Attended meeting at Focus Your Ability, Auckland re film competition.

**Closing Round**

A take away task or what enabling good lives principle witnessed in action at this meeting:

Planning hui, arranging interpreters for multi core meeting, building relationships, achieve and action, enabling good lives for administrators to be involved in open communication, share information, building relationships, budgets, send UCOL info to Facilitator, self-determination for ourselves, core groups and disabled community which leads to building relationships, multi-core group meeting, self-determination, self-determination/self-help, budget and project work, budget, project proposal, self-determination, attending meetings and building relationships, mana enhancing – listening to others and understanding where others come from, self-determination, plan an Easter Egg hunt, mainstream first, plan Easter Egg hunt, arrange social media training, send MSD document to Facilitator, send in YAAY budget, self-determination, meet with Director and Co-Director, many tasks including budgeting and funding, person-centred – everyone comes to this table with their own talents, challenges, feelings, reactions and experiences and responsibility for ourselves and to acknowledge and support others regardless of whether we agree or not as our essence at this table is to empower a community, relationship building.

The meeting closed with a karakia at 2.30pm.