

# NEW ZEALAND FLAG CONSIDERATION PANEL

<b>DATE</b>	18 August 2015 (FCP Min Ref: 110815) 1.30pm until 4:30pm
<b>VENUE</b>	Wellington – MOJ 19 Aitken St, level 3, meeting room 3:14
<b>PANEL ATTENDEES</b>	Professor John Burrows (Chair), Kate De Goldi (Deputy Chair), Nicky Bell, Peter Chin, Julie Christie, Rod Drury, Beatrice Faumuina, Rhys Jones, Stephen Jones, Sir Brian Lochore and Malcolm Mulholland
<b>APOLOGIES</b>	Hana O'Regan
<b>PRESENT</b>	Kylie Archer (Director), Jo Crawford, Martin Rodgers and Ian Thompson

## PURPOSE

### TO AGREE

- the provisional list of 4 designs (plus reserves) for final due diligence
- the report to the Responsible Minister

## AGENDA

ITEM	TIME	TOPIC	PRESENTED BY
		Light working lunch on arrival	
1.	1:30pm	<b>Welcome from the Chair</b> <ul style="list-style-type: none"> <li>• 11 August meeting notes and actions (for approval)</li> <li>• Conflict of Interest Register update</li> </ul>	Prof. John Burrows Chair
2.	1.40pm	<b>Confirm outcomes sought by members</b>	Martin Rodgers
3.	2.10pm	<b>Prioritise the outcomes sought</b>	Martin Rodgers
4.	2.40pm	<b>Report back on due diligence and design refinement</b>	Kylie Archer Ian Thompson
	3.00pm	<b>Afternoon tea break</b>	
5.	3.10pm	<b>Select the provisional four designs and reserves</b>	Martin Rodgers
	4.30pm	Meeting concludes	

***Next meeting: 20 November 2015, 1pm – 4.00pm, (Wellington - MOJ 19 Aitken St)***

# NEW ZEALAND FLAG CONSIDERATION PANEL

<b>DATE</b>	11 August 2015 (FCP Min Ref: 150730) 11.00am until 4.00pm
<b>VENUE</b>	MOJ, 19 Aitken St, Level 3, Wellington 6011
<b>PANEL ATTENDEES</b>	Professor John Burrows (Chair), Kate De Goldi (Deputy Chair), Nicky Bell, Peter Chin, Julie Christie, Beatrice Faumuina, Rhys Jones, Stephen Jones, Sir Brian Lochore, Malcolm Mulholland and Hana O'Regan
<b>PRESENT</b>	Kylie Archer (Director), Jo Crawford (Executive Assistant), Martin Rodgers (Project Manager), Ian Thompson (Senior Advisor), Suzanne Stephenson (Communications Specialist)
<b>APOLOGIES</b>	Rod Drury, Nicky Bell left the meeting at 2.30pm

## MEETING NOTES AND ACTIONS

ITEM	TOPIC	DECISIONS & NOTES	DEADLINES
1.	Welcome from the Chair	<ul style="list-style-type: none"> <li>30 July meeting notes and actions were <b>approved</b>.</li> <li>The Chairman reported on the meeting held on 7 August where Chairman, Prof. John Burrows and Malcolm Mulholland met with representatives of the designers of the original Tino Rangatiratanga flag. A letter is to be sent to the representatives confirming the outcomes of the conversation.</li> <li>Waitangi Claim – at the request of Crown Law, affidavits have been provided by Panel members regarding the Panel's engagement with Māori.</li> <li>Panel members declared the following potential conflicts of interest:               <p style="margin-left: 20px;"><b>Rod Drury</b> -</p> <p style="margin-left: 20px;"><b>Nicky Bell</b> -</p> </li> </ul> <p>The Panel noted these conflicts of interest as minor and agreed to manage them appropriately as required.</p>	

2.	Process to arrive at designs and final due diligence	<ul style="list-style-type: none"> <li>The Panel discussed and agreed the process for today's meeting.</li> </ul>	
3.	Over arching rationale for the make-up of the final four	<ul style="list-style-type: none"> <li>The Panel discussed the approach and rationale for the composition of the provisional 4 designs.</li> </ul>	
4.	Report back on due diligence and design refinement	<ul style="list-style-type: none"> <li>The potential design refinements requested by the Panel were presented.</li> <li>Ian Thompson reported back on the findings of the due diligence undertaken to date.</li> </ul>	
5.	Selecting the designs for final due diligence	<ul style="list-style-type: none"> <li>The Panel agreed on a provisional set of designs for further due diligence.</li> <li>The Panel requested that a potential refinement to a design be explored with the designer.</li> </ul>	
6.	Next Steps	<ul style="list-style-type: none"> <li>The process for final due diligence was discussed.</li> <li>Panel members were asked to review the draft report to the Responsible Minister and provide any feedback to Kylie Archer before 20 August.</li> </ul>	
7.	Engagement and communications activity	<ul style="list-style-type: none"> <li>An update on progress to date was provided.</li> <li>All unsuccessful designers have been notified.</li> </ul>	
8.	General Business	<ul style="list-style-type: none"> <li>The Secretariat Report was <b>noted</b></li> <li>Preparations are underway for the announcement of the final four designs at Te Papa in Wellington on the 1 September. Panel members are asked to be present at the event from 9am to 1.30pm</li> <li>The Panel agreed to cancel the 17 September Panel meeting, but keep the date in their diaries as a reserve day.</li> <li>The 20 November Panel meeting will now be in Wellington (rather than Christchurch) and start at 1pm (instead of 11am) and continue until 4pm.</li> <li>Jo Crawford will forward an updated meeting schedule to all Panel members and their assistants.</li> </ul>	

**Next meeting: 20 November 2015, 1pm – 4pm, (Wellington – MOJ, 19 Aitken St, level 3)**