

# Monitoring and Reporting Community Outcomes (MARCO) Meeting

**Tuesday 23 March 2010, 1.00pm – 4.30pm**

*Waikato Room, Environment Waikato, 401 Grey Street, Hamilton East.*

## MINUTES

### Present

Beat Huser (Environment Waikato), Sandra Brain (Matamata Piako District Council), Sally McComb (Franklin District Council), Helen Gilbert (Taupo DC), Sandra des Forges (Waipa District Council), Tony Chandler (Hamilton City Council), Ellerlie Bennett (Waikato DHB), Jason Theobald (Waikato DHB), Steve Tritt (NZTE), Anji Davies (EW), Reg Proffit (Rotorohanga DC), Graham Bunn (Rotorohanga DC), Terri Kew (TCDC), Katy Hurd (Hauraki DC), Erin Wilson (EW), Jane Hamblyn (Trust Waikato), Paul Killerby (APR Consultants Ltd), John Dennis (International Research Consultants Ltd).

### Apologies

Paula Rolfe (Hamilton CC) DC), Nova Caie (WDHB, Population Health), Katherine Palmer (Thames-Coromandel DC), Kate Barker (LGNZ), Eva McLaren (ARC), Carol Henry (EW), Desiree Cull (EW), Kathryn Botherway (MfE).

### Introduction & Welcome

Beat welcomed everyone, especially the new members and first-time attendants, and gave a brief overview of MARCO, its purpose and composition. More background information is available from the CFW website, [www.choosingfutures.co.nz](http://www.choosingfutures.co.nz)

### Overview of Current Work Programme 2009/10 => presentation on CFW website (members)

All tasks are progressed as planned. *See appendix for a summary.*

1. The annual up-date of the MARCO indicators will be undertaken in April/May by APR Consultants (Paul Killerby). Results will be available by end May, including the up-dated Data Analysis Report and all up-dated report cards on the CFW website.

<b>Action 1: Beat</b> to work with Paul Killerby on the 2010 up-date of the MARCO Indicators, to be completed by May 2010.
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2. The process for undertaking a review of the MARCO indicators was discussed. **The advantage of being selected as a MARCO indicator is that it will be regularly up-dated, results analysed and summarised in Report Cards.** While the TAFM process will have an impact on community outcomes and associated monitoring (likely to become less broad focussing on council functions and be part of the LTP), it was thought that MARCO should proceed with a review and evaluation process. This should consider (using the background material already produced):
  - a. Identifying and grouping relevant themes that are consistent across region (and nationally)
  - b. Identify information requirements and suitable indicators for these themes
  - c. Compare with existing MARCO indicators, and identify any gaps
  - d. Develop criteria for prioritising and select additional MARCO indicators
  - e. Consider the recommendations for changes in the MARCO Mapping Report.

The above will be progressed by a MARCO working group.

<b>Action 2: ALL</b> - Contact Beat if you would like to assist in the Indicator Review (3 meetings; first early June and two meetings next FY).
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## Waikato Regional Perception Survey

=> presentation on CFW website (members area)

John Dennis presented an overview of the survey planned for June/July. This will largely be based on the successful 2007 survey, but Councils will have the opportunity to add additional questions and/or increase the sample size (default 70 per council).

John also noted that there was a gap in the 2007, in that the survey asked people how they felt about specific issues but failed to ascertain if these were really the priority issues. He suggested to add a question to find out what people's issues are.

**Action 3: John** to circulate to Council's contact the Questionnaire with the 2007 core questions and suggesting an additional question about what people's priority issues are.

**Action 4: All** council contacts for the Regional Waikato Perception Survey to provide feedback on the Draft Questionnaire **by mid April**, in particular:

- do you want any another questions included?
- Do you want additional interviews (baseline is 70 per council)?
- When do you want to be invoiced, this or next financial year?

**Draft questionnaire for 2010 survey on CFW website (members area).**

## Indicator Report Cards => see CFW website: <http://www.choosingfutures.co.nz/MARCO-indicators/>

Beat gave an overview of the MARCO pages on the CFW website. Indicators are searchable by topic, by keyword(s) and (new) by district/TA. All indicators have a regional reports card and (new) where data is available also a district/TA Report Card.

There are a total of 527 Report Cards on the website (127 regional and 400 district/TA). Report cards provide a summary of the results and what they mean, including a link to more detailed information about the indicator (metadata). A consistent *template* is used with the following headings used for each indicator:

- *Key points*
- *What agencies are doing*
- *What you can do to help*
- *More information*
- *What we want to achieve.*

Currently, some of the headings are blank and need to be filled-in by the relevant council. It was discussed how this could be best achieved. The preference is for TAs to be able to edit and control their respective Report Cards. This can be achieved by EW providing (password-protected) access to the website Content Management System for direct editing, a simple process similar to word processing.

**Action 5: Beat** to provide passwords for access to the MARCO Report Cards and a short tutorial of how to edit your report cards.

**Action 6: ALL/ each council** to provide the name of a contact person that will undertake the editing of Council's Report Cards.

**Action 7: WDHB (Nova, Ellerlie, Jason)** to work with Beat to add/link the WDHB indicators to the MARCO website.

## **What's Happening in the World of Indicators**

Roundtable discussion:

- Department of Labour has heaps of data, although most at a national scale, eg on Labour markets (<http://www.dol.govt.nz/services/LMI/index.asp>).
- HCC is working on the DP review, no monitoring framework and plan yet.
- Taupo DC is undertaking their (second) State of the District Report, an opportunity to evaluate the usefulness of available data/information and identify any gaps.
- Waipa DC is up-dating and reviewing their 2003 Community Outcomes.
- The Hamilton Environment Centre is currently undertaking a survey of voluntary groups and the contribution they make, please contact Moira for more information and to help <mailto:moira.cursey@bioforum.org.nz>.
- Helen provided an overview of some of her Futures work that she has been involved in. Scanning for emerging issues and scenario analysis & planning to consider plausible futures and what these mean for us now is critical for local government.
- The next National Environmental Information Forum (MfE/StatsNZ) is scheduled for 11 May in Wellington. For registration <mailto:Environmental.Reporting@mfe.govt.nz>

In response to feedback from participants of the National Environmental Information Forum, MfE has initiated the development of a web-based inventory of environmental indicators (in a step toward the development of an Indicator e-Library). The inventory focuses on environmental indicators, and includes metadata for all national and regional indicators and some local indicators. This is work in progress and the web-based inventory will be available online soon. Beat is on the Advisory Group for this project and is interested in how our MARCO indicators could be linked to the inventory.

## **MARCO – Current Work Programme 2009/10**

Beat confirmed that the EW Draft AP 2010-2011 retains support for MARCO, including administration and data management, up-dating the MARCO indicators, and making them accessible through the CFW website (including Report Cards).

The following work was suggested for 2010/11:

- Indicator up-date and Data Analysis Report
- Complete Report Cards (TAs to add information, as appropriate)
- Waikato Regional Perception Survey
- Continue indicator review (establish working group, 2-3 meetings)
- Web applications (data access, data visualisation, GIS, MfE indicator e-library)
- Sustainability indicators (GPI, wellbeing indices, household footprint)
- Other?

**Action:** Beat to produce draft work programme by end May 2010 and circulate this to MARCO for comments. The MARCO Work Programme 2009/10 will then be presented to the July SPN meeting for discussion and approval.

**Next Meeting:**

**Friday 8 October 2010**

## **Appendix 1      MARCO Work Programme 2009/10 – An Update**

(refer to MARCO Work Programme 2009/10 for further details).

### **1)      Regional Perception Survey**

Going ahead as planned in June/July 2010 (payment either this or next FY).  
Eight or 9 councils participating.  
Actual costs higher than original quote of \$2,500 (because minimum wage increase), but MARCO/EW will absorb this. Costs per TA \$2,500.  
Details to be confirmed during April/May 2010 with John Innis (IRC Ltd) and TAs.

### **2)      Indicator Report Cards - Web application**

Report cards by TA have been produced for all MARCO indicators for which district/city data are available.  
Check it out at: <http://www.choosingfutures.co.nz/MARCO-indicators/>  
The Report Cards need input from TAs for some of the headings, e.g. *“what your council is doing”*. The process for this was discussed at the MARCO meeting 23/3.

### **3)      Indicator Review:**

Spreadsheet has been collated listing all indicators used by EW, all the TAs and the WDHB, plus some reference national indicator sets. Indicators are ranked according to:

- Numbers of councils/agencies using a particular indicator
- Criteria used for selection of MARCO core set indicators

The review process (discussed at MARCO meeting 23 March) will select additional indicators (with a local/TA focus) to add to the current MARCO indicator set. These will then also be regularly up-dated and report cards produced (through MARCO) as for the current MARCO indicators.

### **4)      Up-dating of MARCO Indicators**

The annual up-date 2009/10 will be undertaken in April 2010, including:

- Up-dated raw data spreadsheet and graphs/tables.
- Data Analysis Report Update 2010.
- Updating relevant website pages.

### **5)      New Indicator Developments and Innovation**

Work on a Waikato Genuine Progress Indicator (GPI) is continuing, to be discussed at MARCO meeting 23 March. Final report expected in May 2010.

MARCO is also involved in the national Indicator e-Library project that aims to prepare an inventory of indicators and make indicator data more accessible.

Innovative tools for exploring and visualizing indicator data are investigated.