

MARKET DEVELOPMENT ADVISORY GROUP

ACTION LIST

The following are actions to be completed after meeting number 30 on Wednesday, 11 August 2021.

Action #	Action	To be completed by	Project	Date for completion	Status
25.1	Secretariat to co-ordinate with members to invite industry participants to make presentations to the Group, as part of the process into identifying their next project.	Secretariat	General Business	February 2021	In Progress
26.1	Secretariat to advise MDAG on project budget and resourcing.	Secretariat	General Business	February 2021	In Progress
28.1	MDAG members to provide written feedback on the proposed scope for discussion at the next meeting.	Members	General Business	N/A	In Progress
29.1	EA/MDAG to draft a terms of reference for problem definition steps needed before we start the project. The Chair and Secretariat would then call for interest in participating in the project so MDAG can receive presentations from selected consultants.	EA/MDAG	General Business	N/A	Open
29.2	JT/Alistair to liaise with MBIE on their timeframes for the public announcement about the start of this project.	JT/Alistair	General Business	N/A	Open
30.1	Secretariat to update workplan to include “problem definition” into the heading of the	JT/Alistair	General Business	N/A	Open

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	workplan, and to link more explicitly the statement of overall objectives to the workplan				