



Te Uru

Rākau

Forestry New Zealand

ONE BILLION TREES FUND ADVISORY PANEL TERMS OF REFERENCE

BACKGROUND

1. The purpose of the One Billion Trees Fund (the Fund) is to establish trees in partnership with others to achieve a wide range of social, cultural, environmental and economic benefits.
2. The Director-General of the Ministry for Primary Industries (MPI) is responsible for the commitment of Crown funding to the Fund.
3. The Investment policy statement at Appendix A sets out the principles underpinning the Fund design, the risk management approach, and the outcomes Te Uru Rākau is seeking to deliver through the Fund. It is intended to guide investment priorities.
4. A cross-agency advisory panel (the Panel) fits into the Fund application process (see Appendix B), and has an important role in its success.

ROLES AND RESPONSIBILITIES OF THE PANEL

5. The roles and responsibilities of the Panel are set out below.

Strategic oversight

- 5.1 Prior to each meeting, the Panel will be provided with an overview of the approved Fund applications year-to-date, including the grant applications which do not meet the threshold for panel consideration.
- 5.2 The Panel should take this overview into account when considering the applications presented to them, for instance, whether there is over- or underrepresentation in a sector or region.
- 5.3 Panel members are expected to contribute information at a whole-of-government level, for instance, how the Crown is supporting Māori to achieve their aspirations.

Recommendations

- 5.4 The Panel will assess and make recommendations, with or without conditions, on applications which are presented to them by the Forestry Grants and Partnership Team in Te Uru Rākau. The application type will be either:
 - a. applications for partnership funding; or
 - b. grant applications that are high value (greater than \$500,000 or 300 hectares), particularly complex or are seeking flexibility outside of the standard grant eligibility parameters.
- 5.5 In making its recommendations, the Panel will ensure that funding decisions are aligned with government priorities, the Fund's objectives, and investment decisions from their respective agencies.

- 5.6 Recommendations by the Panel may be reached by a simple majority, and will be submitted to the relevant delegated financial authority within MPI or Te Uru Rākau, who has absolute discretion to accept or decline in whole or part, the recommendations of the Panel.
- 5.7 All final decisions will be reported back to the Panel.
- 5.8 The Panel may recommend any areas where Te Uru Rākau could take a proactive approach to seeking applications which strongly align with the Fund's objectives, for instance, in regions or sectors which are under-represented.

Reputing

5.9 The Panel will:

- a. submit via the Secretariat, within five working days of each meeting, the recommendations made; and
- b. provide advice, as and when required but at least biannually, on:
 - i. areas where Te Uru Rākau could take a pro-active approach, as per 5.8, above; and
 - ii. programmes and initiatives being led by their respective agencies which could be relevant to the One Billion Trees Fund and/or to the Provincial Growth Fund.

PANEL MAKE-UP

Chair

6. The position of Chair is ex officio, and will be held by the Forestry Grants and Partnership Manager, Te Uru Rākau.

Members

7. The Panel will consist of representatives from the following organisations:
 - Department of Conservation
 - Ministry for the Environment
 - Provincial Development Unit, Ministry of Business, Innovation and Employment
 - Te Puni Kōkiri
 - Ministry for Culture and Heritage.
8. From time to time, subject matter experts from the forestry sector or from other agencies (for example, the Ministry of Social Development, the Tertiary Education Commission) may be asked by the Chair to join a meeting to support the Panel with its consideration of a specific application.
9. Where a member is unable to attend a panel meeting, upon receipt of the papers they must provide to the Secretariat their apologies and the name of the delegate who will attend in their place.

Secretariat

10. The role of the Secretariat will be filled by a member of the Forestry Grants and Partnership Team.

11. The responsibilities of the Secretariat are as follows:

- a. Prepare a paper with an overview of the Fund to date.
- b. Collate the papers for each application to be considered.
- c. Provide the necessary papers to panel members at least one week before the meeting.
- d. Where necessary, pass on apologies and names of delegates to the Chair.
- e. Take minutes.
- f. Make a record of the final decisions (using the template in Appendix C), to be signed by the Chair, which will go with a recommendation memo to the relevant delegated financial authority.
- g. Notify panel members of the final decisions.

OFFICIAL INFORMATION ACT 1982

12. The Official Information Act applies to the records of the Panel.

EXECUTION

Agreed and Signed by:



Programme Director
One Billion Trees
Te Uru Rākau



Damian Diack Barry Ogilvie
Chair
One Billion Trees Fund Advisory Panel

M 2 /2019

(7 / 2_ /2019

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

APPENDIX A:

INVESTMENT POLICY STATEMENT

Purpose statement

To establish one billion trees in partnership with others to achieve a broad range of social, cultural, environmental and economic benefits.

Principles underpinning the One Billion Trees Fund

- Land-manager focus - for fund design and support to enable land-managers to make improved decisions about the integration of trees into the landscape.
- Support integrated land management and greater resilience in landscapes and communities the right species planted in the right place and for the right purpose to enhance land management outcomes and build resilience, particularly to environmental shocks and a changing climate.
- Facilitate a significant increase in indigenous forest cover to restore our natural forest heritage the target of two-thirds of trees established as a result of grant funding are indigenous species helps to turn the tide on biodiversity loss.
- Effective and flexible fund management - flexibility for funds to be targeted to projects that will accelerate planting to deliver wider outcomes, and avoid competition with private investors.
- Take a strategic investment approach - target investment to projects that establish the foundations for the 10-year programme e.g. building a skilled workforce, taking a catchment-level view, and including projects that become self-sustaining beyond the short-term funding cycle.
- Leverage partnerships and co-investment- work with partners with existing relationships, expertise, resources, and funding in order to deliver more efficient and effective outcomes that are aligned with local priorities.
- Build on successful models - support and build on existing successful models and projects that are aligned with broader government priorities and initiatives, such as Hill Country Erosion programme, Biodiversity Strategy, Freshwater Improvement Fund.
- Deliver the core objectives of the Provincial Growth Fund (PGF) - align with the PGF criteria and projects spanning both the One Billion Trees programme and the wider PGF to deliver regional development.

Risk management approach: There are natural environmental risks, project delivery and governance risks, and wider systemic risks, such as labour and seedling supply, to successful programme delivery. We will seek to manage these risks through sound fund management, a diverse project portfolio and the strategic use of funding to address barriers to success.

Our partners: regional councils, non-government organisations, researchers, training organisations, businesses, Māori entities, community groups, key government agencies, landowners and organisations with a right to plant trees on the land.

Te Uru Rākau will prioritise projects that contribute to at least three of these outcomes: Increased sustainable regional development through forestry and tree planting activities. Increased productivity and innovation in forestry and related sectors.

Improved support of Māori aspirations to utilise their land and resources through trees and forestry.

Enhanced environmental sustainability through the establishment of trees and forests, in particular:

- Reduced erosion and improved water quality, particularly in at-risk catchments.
- Enhanced indigenous biodiversity through restoration of natural forest.

Increased employment, training or work readiness for the sector's workforce for forestry and land management.

We will also consider a project's contribution to: New Zealand's ability to meet its climate change obligations through the establishment of trees.

- Better-informed tree planting decisions, through improved information, advice and support for landowners.

Diversification of productive land uses, including indigenous forestry and continuous canopy forestry.

APPENDIX B:

4 of 6

ONE BILLION TREES FUND APPLICATION PROCESS

The key steps of the process are:

- a) Step 1: Investment advisers in the Forestry Grants and Partnership Team assess applications, calling upon subject matter experts as required, and complete an assessment memo and a recommendation memo for each application.
- b) Step 2: Prior to each meeting, panel members will receive:
 - i. an overview of the One Billion Trees Fund, year-to-date; ii.
 - an overview of the applications to be considered; and
 - iii. copies of the application, the assessment memo, and the recommendation memo for each project being considered.
- c) Step 3: The Panel considers each application and decides whether it supports an application, with or without conditions. The Panel must provide reasons if they decide not to support an application, and where appropriate any advice as to what steps Te Uru Rākau may take to secure a positive recommendation from the Panel.
- d) Step 4: The Panel must ensure that their decisions align with Government priorities, the objectives of the One Billion Trees programme, and with investment decisions made by their respective agencies.
- e) Step 5: All final decisions on applications will be made by the relevant delegated financial authority in MPI or Te Uru Rākau, and reported back to the Panel.
- f) Step 6: From time-to-time, but at least biannually, the Panel is to provide advice on where Te Uru Rākau could take a proactive approach to seeking applications which strongly align with the Fund's objectives, for instance, in regions or sectors which are under-represented.

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

APPENDIX C:

TEMPLATE FOR DECISIONS

Date:

At its meeting held on dd/mm/yyyy, the One Billion Trees Fund Advisory Panel made the following recommendations:

Project reference	Project name	Recommendation (support; support with conditions; not support)	Comments
IBT-OOxxx			

Barry Ogilvie

Chair

One Billion Trees Fund Advisory Panel

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

APPENDIX D:

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982