

Document 1

Approved minutes from 8 July 2021 NHF Committee meeting #102

Present:

- Jan Riddell (via speaker phone)
- Gerry McSweeney (via Teams)
- Sue Yerex (via Teams)
- Gina Solomon (via Teams)
- Paula Smith (via Teams)
- Bruce Hill (DOC)
- Kees Hyink (DOC)
- David Talbot (DOC)

1. Jan opened the meeting at 4pm and congratulated Gerry and Gina for their respective recognition in the New Year and Queens Birthday honours. Gerry is now a “Companion of Order of Merit”, whilst Gina is a “Member of the Order of Merit”.
2. Gina commented positively on the Committee’s progress in giving effect to its Conservation Act section 4 obligations. Gina considered that Jo-Ella Sarich’s (DOC legal) presentation on this matter was very useful and asked if the Committee had given any thought to the scenarios Jo-Ella posed. The Committee has not done this yet. All agreed that how the Committee gives effect to s4 is a work in progress.
3. The minutes from the November 24-25 2020 meeting were accepted with one small change. Paula passed a motion that these minutes be confirmed, Sue seconded, carried.
4. Jan asked David Talbot to discuss the NHF’s finances. David explained how the \$5 million of funding to the NHF came from Departmental budgets. This \$5 million dealt with overspending of the NHF fund, in due to the multi-year Ōhau Downs purchase. Parts of the DOC financial tracking system also contributed to this overspend. David noted that this problem has also occurred with other DOC funds that fund multi-year projects.

Paula asked about the overspending, Kees said that the multi-year purchase at Ōhau Downs had some bearing on this.

In summary, David said that the NHF has \$4.7 million to allocate. He also stated that DOC came very close to a having a budget bid accepted for an increase to the NHF funding for the 2020/21 FY, associated with the implementation of the Aotearoa New Zealand Biodiversity Strategy. He is hopeful that the NHF will receive additional funding to assist with the implementation of the proposed National Policy Statement on Indigenous Biodiversity.

David said that there's \$4,495,000 allocate to existing SILNA cases, and explained that the previous government had taken \$1,800,000 of unallocated SILNA funding. David raised the need for a process to approach the present allocations and options for funding.

5. s9(2)(b)(ii)

6. s9(2)(j)

7. s9(2)(b)(ii)

8. s9(2)(j)

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s9(2)(j)



The meeting finished at 5pm

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Document 2

Approved minutes for urgent consideration of s9(2)(b)(ii) application (15/07), meeting #103, 31 August 2021

24/11/21 motion to accept moved by Gerry, seconded by Paula, carried.

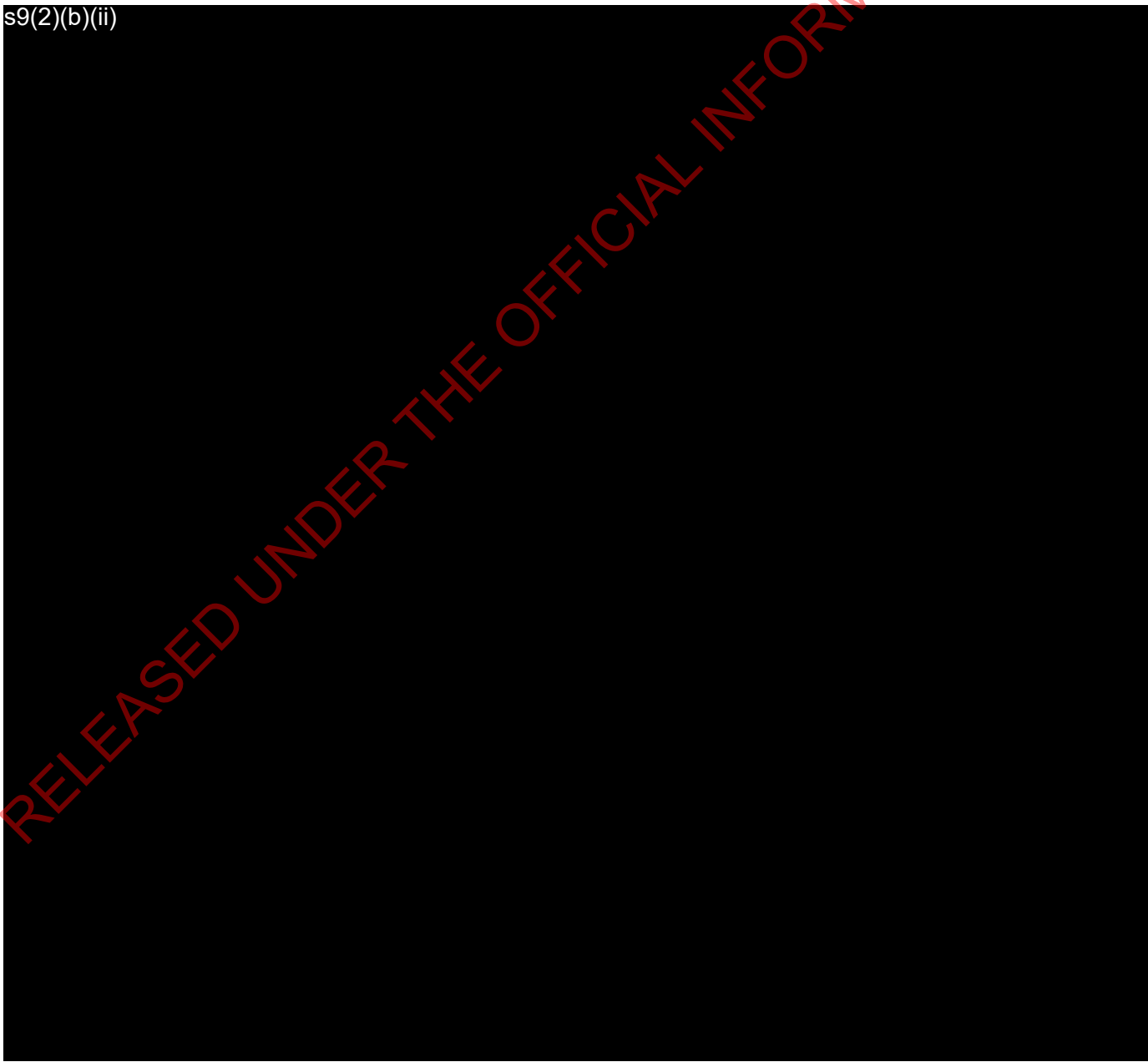
Date: 31 August 2021, 5-5.30pm via phone

Present: Jan Riddell (Chair), Gerry McSweeney, Gina Solomon, Sue Rickman, Paula Smith, and in support Bruce Hill and Kees Hyink (DOC).

Gina opened the meeting with a karakia.

Jan provided the following background to this application:

s9(2)(b)(ii)



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s9(2)(b)(ii)



The meeting closed at 5.30pm

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Document 3

Approved minutes for NHF Committee meeting #103

Date: 24 November 2021, 4:30pm via Teams

Present: NHF Committee members - Jan Riddell (Chair), Gina Solomon, Gerry McSweeney, Paula Smith, Sue Rickman. DOC - Jacqui Tizard (Funds Advisor), Kees Hyink (Funds Manager), Sofia Etchegoin (Funds Advisor).

- I. Gina opened the meeting with a karakia.
- II. Jan provided the following update in the Chair report:
 - The Committee is working to improve the application process to accommodate for different types of applications.
 - The Committee is still pending an audience with Minister Kiritapu Allen to better understand her priorities in relation to the NHF.
- III. Gerry confirmed the minutes from the 31 August telephone conference regarding the s9(2)(b)(ii) application. Seconded by Paula.
- IV.
 - a) Jacqui confirmed there is \$4.5 million of funding available with no commitments registered against it. Note, this figure assumes no NHF funds are allocated to s9(2)(j) or s9(2)(b)(ii) applications.
 - b) Quick update on open NHF cases:
s9(2)(b)(ii)

agree that, if possible, a public announcement would be fantastic.
s9(2)(j)
- V. Applications for consideration
s9(2)(b)(ii)

s9(2)(b)(ii)

s9(2)(j)

s9(2)(b)(ii)

d) 21/04 Galt Wainuiototo New Chum

The Committee agreed to support this application, given the strong iwi backing and potential learnings on the collaborative approach with the groups involved. They noted a risk of competition from private buyers to develop the area and the limited timeframes.

Kees provided DOC context:

1. Concern over proximity to significant kauri dieback site, DOC would want access to be very limited.
2. Concerned about public expectation to upgrade access at southern end of beach (e.g. toilets)
3. Other iwi groups may have interest in area

Further information is needed about the New Zealand Coastal Trust.

Discussion about the various types of covenants and their relative flexibility to protect different values.

Clarity is needed on:

1. The land protection required (given the importance of the area to local iwi and the cultural, historic and conservation values)
2. Who will own the land?
3. How it will be managed given potential conflicting interests of groups involved?

Actions:

1. Kees/Jacqui to draft letter to s9(2)(a) on behalf of Jan seeking clarity on proposed form of protection and long-term management approach.
2. Kees/Jacqui to seek update on Tender outcome.
3. Kees/Jacqui to speak to local DOC about their wishes for protection and management should the committee recommend funding
4. Committee to meet early next week to discuss and make final recommendations.

Summary of discussions on applications for consideration

Application	Recommendation	Further Action
s9(2)(b)(ii)		
s9(2)(j)		
s9(2)(b)(ii)		
21/04 Galt Wainuiototo New Chum	Likely fund up to full amount of s9(2)(b)(ii)	Kees/Jacqui to seek further information from applicant and local DOC. Committee to discuss further early next week

The meeting closed at 6.10pm.

Note:

The Committee met virtually again at 4.30pm on Tuesday 30th November to discuss the additional information provided by s9(2)(a) about application 21/04 ([DOC-6850757](#)). The Committee did not meet quorum, so the draft recommendations were provided via email. All Committee members approved the recommendation to fund 21/04 Galt Wainuiototo New Chum (see [DOC-6860180](#)).

Document 4

Approved minutes for NHF Committee meeting #104

Date: 1 March 2022, via Teams


Present: NHF Committee members - Gina Solomon, Gerry McSweeney, Paula Smith, Sue Rickman.
DOC - Jacqui Tizard (Funds Advisor), Kees Hyink (Funds Manager)

Apologies: Jan Riddell (Chair)

Meeting started: 5.39pm

- I. Gina opened with karakia

s9(2)(b)(ii)



- III. Update on **New Chums** application and communication with the Minister
 - a. Gerry summarised timeline on previous memo and discussion with Minister.
 - b. Kees- Coastal Trust have purchased the land, underwritten by individuals on assumption that other funding would become available. DOC and Trust have preference for a QEII covenant instead of a DOC conservation covenant largely to avoid costs falling on DOC. s9(2)(b)(ii) prefers conservation covenant. Gerry adamant that s9(2)(b)(ii) can be convinced of merits of QEII covenant, and that DOC will not end up with costs associated with covenant. NZ Coastal Trust currently owns the property but likely to set up a new local entity to vest it to.
 - c. Committee's current recommendation of funding it on condition of permanent protection (no specific recommendation on type) still stands.
 - d. Gina highlighted her desire to meet the Minister to clean things up because everything is messy. Gerry discussed his discussions with Penny Nelson.
 - e. Kees and Jacqui are working with Minister's office to work through official steps for organising meeting.

- IV. **Punakaiki** application to be considered under urgency
- a. Land adjoins Paparoa NP, entrance to Great Walk, nesting colony of taiko.
 - b. To be assessed under urgency given vendor has another offer on property (don't know how much offer is).
 - c. Gerry believes it meets all criteria. It is an enclave. If not protected, could lead to lots of issues for DOC and conservation values if it was to be developed. Purchasing it now could reduce the costs DOC might face in future. Proposal that Conservation Volunteers NZ could contribute to regeneration. Valuation provided. Alluvial wetland means it will recover quickly; it is the "heart of the valley".
 - d. Want permanent protection probably as a reserve.
 - e. Sue supports. Very strong recreational values. 10K walkers in last year
 - f. Paula thinks application doesn't meet criteria that well but that maybe that is an issue with the criteria. She supports the strategic approach to purchasing to prevent inappropriate development of site but believes the natural heritage values of the site are not as strong. Generally supportive but wording of recommendation important. Criteria need updates.
 - g. Gina excited by land but disappointed by application itself. Lack of information on the value of area to iwi. From the presence of taonga species it should be obvious that this is an important area for tangata whenua. DOC as applicants should know that and it does not need to be spelt out by iwi reps.
 - h. Already bought 250ha from owner, this would be an expansion on existing investments.
 - i. Committee supports recommending the application for funding.
 - j. Add ~\$3K for removal of fencing.
 - k. The amount to recommend will be confirmed by the committee via email.
- V. Gerry submission to DOC on Streamlining the stewardship land reclassification process
- a. Gina would like info from DOC
 - b. Public submissions open until 18th March
 - c. Paula has conflict of interest over stewardship land. She will assent from discussion
 - d. Noted that Committee cannot approve anything. Wording should be changed to Committee providing advice.

Actions

- I. Jacqui to send Information on public consultation about Stewardship land reclassification.
- II. Jacqui to circulate draft recommendations for Committee comment including amount of funding recommended for Punakaiki
- III. Jacqui and Kees to submit updated recommendations to Minister.

Meeting closed: Approximately 6.50pm

Document 5

Approved minutes for NHF Committee meeting #105

Approved on 26 November 2022

Date: 28 June 2022, DOC Murihiku office, Invercargill

Present: NHF Committee members – Jan Riddell, Gina Solomon, Gerry McSweeney (acting Chair), Paula Smith, Sue Rickman. DOC – Bruce Hill (Funds Advisor), Kees Hyink (Funds Manager- via Teams), Sam Rowland (Principal Strategy Implementation Advisor- Te mana o te Taiao- via Teams), Brian Rance (Technical Advisor Ecology), Colin Bishop (Operations Lead Tiakina Nga Manu).

Meeting started: 8.30am

1. Gina opened the meeting with a karakia.
2. Welcome and housekeeping (Bruce)
3. All previous meetings minutes (below) were approved.
 - 8 July 2021
 - 24 November 2021
 - 1 March 2022
4. Gerry (arrived at 9am) spoke about the current stewardship land review. He commented that the system is complex, but overall, he's happy with DOC's process.

Action- Bruce to check if he can provide the Committee access to the DOC GIS layer showing areas protected using NHF funding, and caveats about this layer's content. If access can be provided. the Committee can use this layer should they wish when submitting on this stage of the stewardship land review.
5. Kees gave an update on the new MOC and DOC. With the new MOC's arrival the appointment of the new Committee member and Committee chair has been delayed. DOC is also undergoing internal changes, focused on tiers 2 and 3 (DDG and directors respectively). The new structure will be up and running on 3/10/22.

These changes are in part due to budgetary pressures, especially with Covid adversely affecting DOC's income from concessions. These budgetary pressures are significant, and may impact the NHF when DOC Operations consider the management costs of potential NHF funded purchases that become PCL.

Kees also mentioned that Mike Slater is retiring.

Action - Gerry to email Mike on behalf of the Committee, thanking him for his support of the NHF and wishing him the best for the future.

s9(2)(j)

6. Open issues

- a) Bruce explained that at 1 July 2022 the NHF will have ~\$6.9 million to allocate. This amount comprises funds not spent previously and a ~\$1.8 million allocated in the 22/23 Budget.
- b) Bruce provided an update on the following open NHF cases

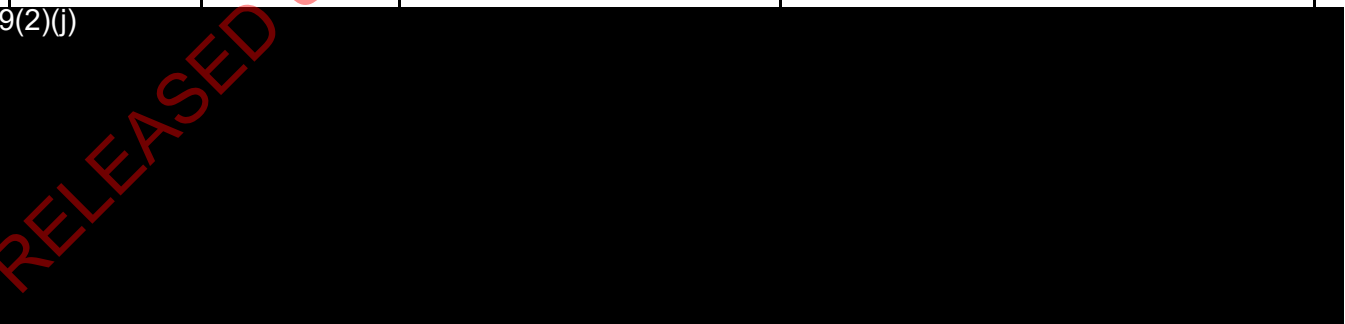
Case number	Case name	Current state	What's required to complete the case
04/03	Koer Stonewall	Easement still to be surveyed	Easement surveyed then registered
04/26	Greville Harbour	May 2022- final s9(2)(b)(ii) spent soon	Close this case once the last NHF \$\$ is spent
05/12	South Chatham Animal control	Letter recently sent to landowners use the NHF \$\$ allocated to this case by 1/8/22 or lose it	Either the landowners use the NHF \$\$ or its returned to NHF general fund, or repurposed

s9(2)(j)

12/04	Allan Bush, Carterton	Last \$\$ spent	Bruce to close this case
13/02	Earthquakes, Duntroon	Last \$\$ spent	Bruce to close this case

14/02	Fantail Rise	Restoration planting still happening	Close once Murihiku DOC have spent the remaining \$\$\$. This is likely in 23/24
15/08	Rosser	With Statutory Land Management (SLM)	
15/09	Nell Block,	Need to close, transfer surplus ~\$80k into the NHF general budget	Bruce to close this case
15/11	Bethells	Applicant to provide DOC Auckland their plan to deal with the remaining (uncovenanted) 5ha	
16/07	Te Matarae	With SLM	
16/09	Himitangi	Still to gazette, surplus ~\$43k. Manawatu DOC have asked about repurposing ~\$7k for an opening ceremony with three iwi	Gazette and deal with the surplus \$43k
17/06	Kessels	Waiting for applicant to provide completed ASAP. On receipt, can close	Close on receipt of a satisfactory fully signed ASAP
18/04	Upper Taieri	Can be closed	Bruce to close this case
18/05	Ōhau Downs	Fencing is underway, once completed, close	Fencing to be completed
20/01	Hamilton Kawatiri	SLM organising e payment	Arranging legal support for edealing
20/02	Thomson Ross	Surveying underway	Awaiting draft survey plan

s9(2)(j)



21/04	Galt Wainuiototo New Chums	The Crown's contribution has been made	Bruce to close this case
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21/05	Punakaiki	DOC signed ASAP with vendor. Settlement will occur once we've received copy of signed ASAP	Settle then gazette per the MOC's decision
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Actions: Bruce to:

s9(2)(b)(ii)

- Upper Taieri- update the Committee about the Taieri Nga Awa project, so that they understand how the NHF fund purchases fit into this.

s9(2)(b)(ii)

7. Morning tea 10.-10.20am

8. MOC's letter of expectation:

DOC staff and the Committee discussed how to best support the MOC's first item in her letter of expectation, being that the NHF supports the implementation of Te Mana o te Taiao (Aotearoa New Zealand Biodiversity Strategy- the strategy). Sam Rowland (Te Mana o te Taiao implementation team) to give an overview of the NHF's role in supporting the ANZBS's implementation plan (the plan). Sam's presentation is contained in appendix one. In summary Sam described how the following three options would support the strategy's implementation.

- Option 1. BAU, open funding round, applications assessed against the current criteria. Sam considered this option would deliver on the strategy's objective that details the NHF's role in implementing the strategy and would meet two of the strategy's goals. This option would also meet the strategy's implementation plan.
- Option 2. A targeted funding round, focusing on specified ecosystem types. These are detailed in appendix 2. In addition to the provisions met by option 1, this option would meet an additional objective and two additional goals. It would be better aligned to the strategy, and enable stronger story telling.
- Option 3. Revision of the NHF's criteria, based on the advice contained in appendix 3. Sam considered that this would meet the same strategy's provisions as option 2, but be more strongly aligned to the strategy, and have greater story telling ability.

Action- Bruce to circulate to the Committee the plan's provision that details the NHF's role in implementing Te Mana o te Taiao. They can then suggest amendments to it so that better summarises the NHF's purpose. The objective and action is below.

Objective 8: Resourcing and support are enabling connected, active guardians of nature.

Action- Continue to help private landowners, local government, community groups and others to protect high-value ecosystems through the Nature Heritage Fund.

Jan commented that should the NPS on Indigenous Biodiversity be gazetted, there could be a demand from SNA owners on the NHF for funding.

Action- Bruce to contact the DOC policy staff working on the NPS and tell them how the NHF works and its current budget.

Brian Rance (DOC ecologist) then to discuss options with the Committee, who at this meeting favoured option 2. If this option was pursued, Brian considered that DOC could liaise with others QEII reps, Forest and Bird staff, botanical societies to publicise such a funding round. The Committee and DOC agreed that such a round would not preclude the consideration of applications for funding to protect areas containing ecosystems that were not targeted. The Committee however want to workshop these three options with DOC before making recommendations to the MOC on how they're supporting the strategy's implementation.

Action- Bruce to organise a meeting between the Committee and DOC to workshop these options. The workshop's intended outcome is the Committee arriving at options they can put to the MOC, and recommend one of these. This workshop will take place once the new committee member is inducted.

9. Update on Waitutu pest control- Colin Bishop (DOC Operations Lead Tiakina Nga Manu). Colin gave a very well received presentation on the mammalian pest control DOC has undertaken in the Waitutu. Some of this control work was funded by NHF SILNA funding. Colin mentioned that budgetary pressures are making it difficult to undertaking the monitoring needed to determine when and where pest treatment is needed. Gerry raised the possibility of using NHF SILNA budget to fund this work.

Action- Bruce to determine if there's any unallocated SILNA funding that possibly could be contributed to the Waitutu monitoring work.

10. Brian Rance and Pat Hoffmann (Waituna site lead for Living Water (DOC/Fonterra partnership) did a health and safety briefing for the Waituna site visit, and provided context about this area.
11. Meeting closed at about 12.30pm with a karakia
12. Lunch 12.15-1.00pm
13. Field trip to Waituna, including to several areas purchased using NHF funds purchases. DOC staff Brian Rance, Pat Hoffmann and Johlene Kelly (Biodiversity supervisor) lead this trip. Left 1.30 pm, returned ~5pm.

Document 6

Approved minutes of NHF meeting 106, via Teams 1.30-3pm 26/11/22

Attendees:

Committee

- Sue Rickman
- Paula Smith
- Gerry McSweeney
- Aroha Mead

Apologies from Gina Solomon

DOC

- Bruce Hill
- Kees Hyink

1. Sue opened with a karakia.
2. The minutes from the Invercargill meeting (#105) were discussed, and several minor amendments were made. Paula moved the minutes acceptance, Sue seconded, this motion was carried.
3. Sue welcomed Aroha to the Committee. All attendees introduced themselves.
4. Bruce gave an overview of item 1. This item provided the rationale for a funding round prioritising 17 specified threatened naturally uncommon ecosystems, with applications containing other ecosystems being a second priority. He explained DOC developed this advice as it was the Committee's favoured option, for progressing the NHF's support of Te Mana o te Taiao implementation, of three discussed at meeting #105. In response to query from Aroha, it was agreed this approach wouldn't create a geographic bias. Both Gerry and Paula provided Aroha an overview of the protective mechanisms available. All agreed that the ideal time for opening this funding round is the end of November or early December 2022 and closing the end of February 2023.
5. There was discussion about whether the cost of managing new areas of PCL created via NHF funding may deter DOC from making applications. Kees and Bruce commented that the MOC expects the Committee to consider this cost when making funding recommendations.
6. Sue commented that at the MOC's recent visit to the West Coast and announcement of the Punakaiki and Hamilton/Kawatiri purchases, the Committee wasn't represented. Gerry also noted the same occurred that at a recent unveiling of new Pou Whenua at Kura Tawhiti/Castle Hill (an area purchased by the Crown via the NHF).
The Funds team will investigate options for ensuring the NHF is appropriately acknowledged at public announcements in future, including potential attendance by Committee members.

7. The Committee agreed the next meeting will focus on items 2 (DOC's advice on revised NHF ecological criteria), 3 (NHF operating processes) and 4 (climate change), and the process for managing the upcoming round and next meeting.
8. Bruce gave an update of the current cases. The Committee asked about the role of SLM (Statutory Land Management). Bruce explained SLM undertake the conveyance on behalf of the Crown. SLM is currently very busy, so the completion dates of some NHF cases has been extended. Bruce commented that once several new roles at DOC are well established, he'll close several cases.
9. Gerry asked about using any unallocated NHF SILNA funding or some of the NHF administration budget to fund further pest monitoring in the Waitutu (Murihiku/Southland). Bruce commented that all the NHF SILNA budget is allocated. Kees said that the NHF's SILNA should be discussed in future but that appropriate advice needs to be sought within DOC.
10. The meeting closed about 3pm.

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Document 7

Approved minutes from the NHF Committee teams meeting #107 7

March 2023

Attendees

- Sue Rickman
- Gina Solomon
- Gerry McSweeney
- Paula Smith
- Aroha Mead
- Kees Hyink (DOC)
- Bruce Hill (DOC).

Sue welcomed all, everyone gave a quick update what they've been doing since the last meeting.

Gina opened the meeting with a karakia.

Kees proposed the process below for dealing with the applications received.

Twelve applications received.

- Three DOC consider are ineligible, two as they don't meet the NHF's purpose, one as the applicant isn't requesting any funding.
- Six are complete.
- Two are incomplete.
- One is a previously approved application, for which DOC is seeking additional funding.

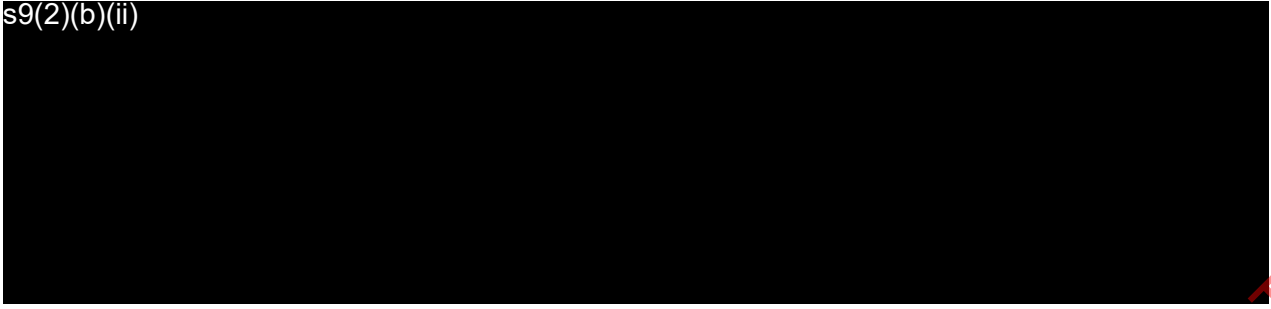
The Committee agreed with this breakdown. The four actions below agreed to were:

1. Three ineligible applicants
 - DOC to explain to two of the ineligible applicants (via letter) why their application will not be considered. DOC will also propose future options for these applicants. It was noted that in the future the Committee may need to consider how to assess the crossover between commercial and cultural use.

s9(2)(b)(ii)

- DOC to amend website to make it clearer that the NHF's purpose is to fund the permanent protection of areas, and that applications for solely management costs are ineligible.
2. Six complete
 - DOC to acknowledge receipt, provide the Committee paper and electronic copies.
 3. Two incomplete
 - DOC to request the information required to complete these applications, then provide updated copies to the Committee.
 4. Request for additional funding
 - DOC to acknowledge receipt, provide the Committee paper and electronic copies

s9(2)(b)(ii)



Gina lead the closing karakia and the meeting finished at 4.50pm

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Document 8

Nature Heritage Fund Committee Meeting #108

Wednesday 19 & Thursday 20 April 2023

DOC National Office / Whare Kaupapa Atawhai



Nature
Heritage
Fund

Attendees	
NHF Committee	Sue Rickman (Chair)
	Paula Smith
	Aroha Mead
	Gerry McSweeney
	Gina Solomon (via Teams)
Department of Conservation	Kees Hyink, Funds Team Manager
	Bruce Hill, Funds Advisor

Welcome / Karakia	
Sue welcomed everyone, especially new Committee member Aroha. She also reflected on Jan's absence and all she had learnt from her.	
Housekeeping/Health & Safety:	Bruce
Apologies:	None

Committee's Approval of Previous Minutes:		
Meeting #106 – 26 November 2023	Moved: Paula	Seconded: Sue
Meeting #107 – 7 March 2023	Moved: Paula	Seconded: Gina

Actions carried over from previous meeting:		
Action	Who responsible	Due date
NA	NA	NA

ITEM 1: CHAIR'S REPORT
Sue briefly commented that she was keen to work with the Committee on improving the process for assessing applications.

ITEM 2: NHF FINANCES	
Amount available to allocate:	\$6,910,000

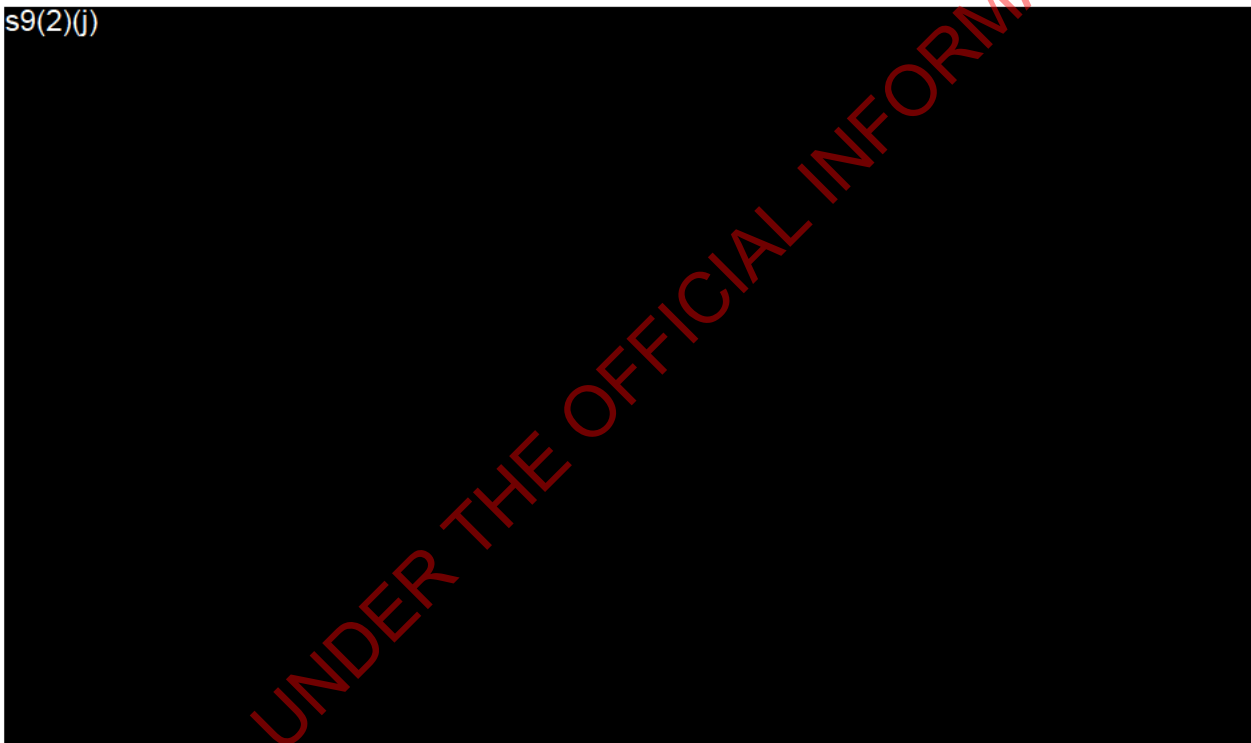
ITEM 3: ASSESSING APPLICATIONS FOR FUNDING
The Committee discussed each application in detail and has made the following provisional funding recommendations, pending further information. All dollar amounts are GST Exclusive.

Applications Supported

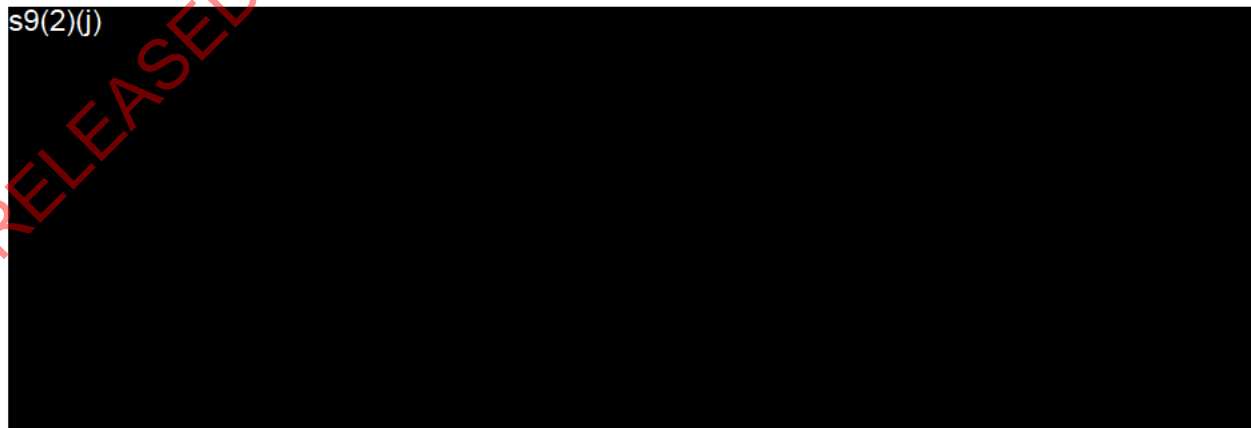
Note: these provisional recommendations (ex 20/02) for funding are conditional on written comment or feedback from tangata whenua on the proposal, consideration of ongoing cost implications to DOC, and subject to agreement at the next Committee meeting. All funding amounts recommended are 'up to' the amount specified.

Application: 20/02 Thomson Ross	Amount recommended: s9(2)
Application for additional fencing funding to enable completion of this previously approved case.	
Comments: s9(2)(b)(ii)	The Committee considered the request and agreed it was within the agreed scope of the project and costs were reasonable.
Action: Bruce to communicate outcome of request to DOC staff.	

s9(2)(j)



s9(2)(j)



s9(2)(j)

s9(2)(j)

TOTAL FUNDING RECOMMENDED: s9(2)(j)

Balance: s9(2)(j)

Deferred Applications: Additional information is required.

s9(2)(b)(ii)

s9(2)(b)(ii)

s9(2)(b)(ii)

Recommend declining an application:

s9(2)(b)(ii)

General comments regarding applications

Only one applicant (23/07) mentioned talking to tangata whenua.
Overall applications focused on indigenous flora more than fauna.
The Committee should avoid generating grievance with tangata whenua about land purchases.
DOC must provide the Committee with written feedback directly from tangata whenua.
All applications received must be complete and include relevant background and due diligence material from DOC.

Some applications may need to be considered under urgency, for example:

- an applicant is elderly/terminally ill and wants to protect the area immediately.
- a legal imperative (i.e. a judge giving parties to a legal action a defined timeframe to negotiate land protection).
- a Ministerial imperative (i.e. the Minister directing the Committee to consider using NHF funds to permanently protect an area).

Action: Committee requested that DOC seek advice to clarify roles and responsibilities for the Committee, in regards to the Crown's SILNA funding package, and next steps.

Action: DOC to provide the original SILNA Cabinet paper.

Action: DOC to document process for considering applications under urgency (or late applications).

ITEM 4: NHF Criteria Refresh

Discussion led by Kees.

Committee comments:

- The NHF is a high trust model.
- What's provided by some applicants is cursory.
- MBIE funding applications are typically a lot more thorough.
- Don't want the bar set too high for applications.

NHF Criteria needs to:

- be simple and easy to use.
- be set up in a template.
- be clear about what funding cannot be used for.
- include resilience in the sustainability criteria.
- include what other criteria are used in assessment (e.g. costs of protection vs value for protection).

- detail the need for permanent legal protection.
- state who can apply and what can be applied for (costs associated with protecting land and easements, one-off costs for fencing, pest-control, signage).

The committee agreed the following draft **purpose of the NHF** is:
to protect the full range of indigenous biodiversity in Aotearoa New Zealand.

Action: DOC staff to provide the Committee with draft criteria for consideration with the next update. These reworked criteria will be discussed at the 7 June 2023 meeting.

ITEM 5: Updates from DOC staff on other relevant work programmes

The climate change item was not progressed due to an unforeseen technology issue.

Action: DOC staff to reschedule this presentation for a future meeting.

David van der Zouwe (Director Strategic Partnerships and Investment) met with the Committee and gave a summary of the Strategic Partnerships and Investment group. Gina asked about Kaikōura hapu/iwi joining the Kotahitanga mō te Taiao Alliance. David, when asked by Sue, said the NHF funds are secure as this is a ringfenced Crown appropriation.

Dan Tuohy (DOC Manawatu) gave a well-received half hour presentation on the work DOC is doing to protect the values in the ~25ha of active sand dune at Himatangi purchased using NHF funds.

ITEM 6: Updates on active NHF cases

Bruce gave a verbal update on several active cases.

Action: DOC to provide a six monthly update on all existing open NHF cases, with more regular updates where there are significant milestone, progress or issues.

ITEM 7: Other business

Stewardship land reclassification:

This reclassification is currently being undertaken in two areas, one focused on upper West Coast, the other on the upper East Coast of the South Island.

Regarding the West Coast reclassification discussions, DOC advised the Committee that no areas protected using NHF funding are within scope.

Regarding the East Coast classifications, the Poplars and St James Conservation Areas are within scope.

Action: DOC to confirm whether the PCL at Abby Rocks (West Coast), and any other NHF purchase land is in scope. Bruce will check and report back in advance of the 7 June 2023 meeting.

NHF GIS layer:

The Committee agreed that this is a priority to complete, but not as essential as a list of NHF purchases/protectations to make publicly available (once legal protection is secure and/or publicly announced).

Bruce considers it may take DOC six-twelve months to complete the GIS layer.

Action: DOC to populate an NHF list suitable for the website by the end of August 2023.

Process for departing Committee members:

The Committee agreed that leaving members should destroy or return any NHF material they hold on their departure.

Action: Include this as standard process for departing Committee members.

South Chathams repurposing request:

After reviewing the additional material provided by DOC Chathams, the Committee discussed the pros and cons of this request. The Committee accepted the repurposing request of s9(2)(b)

Action: Bruce to organise DOC Chathams to give a 20-minute presentation to the Committee at the 7 June 2023 next meeting.

ITEM 8: Next Steps

Next meeting scheduled for 7 June 2023 in Wellington.

DOC to draft the Committee's recommendations in a letter for the Chair to the Minister of Conservation

Open the NHF for applications

Meeting closed 3.45pm.

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Document 9

Nature Heritage Fund Committee Meeting #109

Tuesday 23 May 2023, 9.00am

Via Teams



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Attendees	
NHF Committee	Sue Rickman (Chair)
	Paula Smith
	Aroha Mead
	Gerry McSweeney (left at 9.30 due to technology issues)
	Gina Solomon
Department of Conservation	Kees Hyink, Funds Team Manager
	Bruce Hill, Funds Advisor

Welcome / Karakia	
Sue welcomed everyone and Gina gave a karakia	
Housekeeping/Health & Safety:	NA
Apologies:	None

Committee's Approval of Previous Minutes:		
Meeting #108 – 19-20 April 2023	Moved: Aroha	Seconded: Gina

Actions carried over from previous meeting:		
Action	Who responsible	Due date
NA	NA	NA

ITEM 1: VERBAL UPDATE ON APPLICATIONS

s9(2)(b)(ii)

s9(2)(j)

Action: The Committee will consider these updates on 7 June 2023 when they make their final recommendations.

ITEM 2: NEXT COMMITTEE MEETING (7 JUNE 2023)

Action: DOC will give a presentation on proposed amendments to the process and documentation for applying to the NHF.

ITEM 3: OTHER BUSINESS

Sue asked for comments or thoughts on the Minister's Letter of Expectation forwarded on the 17th of May 2023. Aroha's suggested that Sue, as Chair, to write directly to the Minister and request an opportunity to meet (one-on-one).

Gina gave a closing karakia and the meeting closed at 9.50am.

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Document 10

Nature Heritage Fund Committee Meeting #110

Wednesday 7 June 2023, 8.30am-3.15pm
Conservation House / Whare Kaupapa Atawhai



Attendees	
NHF Committee	Sue Rickman (Chair) Paula Smith Aroha Mead Gerry McSweeney
Department of Conservation	Kees Hyink, Funds Team Manager Bruce Hill, Funds Advisor Emma Bonner, Senior Funds Advisor Erin Patterson, Chathams Senior Ranger Biodiversity Jenna Hoverd, Chathams Supervisor
Apologies:	Gina Solomon

Welcome / Karakia	
Sue welcomed everyone and gave a karakia.	
Housekeeping/Health & Safety:	Bruce

Committee's Approval of Previous Minutes		
Meeting #109 – 23 May 2023	Moved: Paula	Seconded: Aroha

Actions carried over from previous meeting:		
Action	Who is responsible	Due date
See Actions Register		

ITEM 1: DISCUSS AND FINALISE RECOMMENDATIONS ON THE CURRENT APPLICATIONS
The recommendations are presented in Appendix One. A map showing the approximate location of the application areas is in Appendix Two.
Actions: <ul style="list-style-type: none">• DOC will circulate the recommendations to the Committee for comment by 15 June 2023.• The Committee will provide DOC with any corrections or comments by 20 June 2023.

ITEM 2: PROPOSAL FOR OPENING THE FUND FOR APPLICATIONS
--

Emma Bonner presented options for updating the NHF application process, including simplifying this process, and having the fund open to applications at any time (funds permitting). Comments had been provided on the Criteria previously. The Criteria were endorsed by the Committee with the addition of “historically” to Criterion 4 (natural and cultural heritage connection to place).

The Committee were in broad agreement with the overall proposal to continue work on the application process. There was a specific request that, for an application to purchase land with multiple owners, all landowners be required to sign the application form.

The Committee also agreed to retain the current priorities for protecting threatened naturally uncommon ecosystems, while retaining the ability to fund other applications of national significance.

The aim is to open the NHF as soon as possible with the refreshed process at the end of June or in early July. A key objective is that Paula and Gerry provide their expertise/comments on the process, application form and guidance.

Actions:

- The Criteria and priorities (Appendix Three) will be presented to the Minister for approval alongside funding recommendations.
- DOC will provide the Committee with an outline application form and guidance for comment by 21 June 2023.
- DOC to provide the Committee with a one-page summary of each application at least two weeks before the application is assessed. This template is to provide the basis for funding recommendations and include space for the Committee to comment.

ITEM 3: MEETING WITH PENNY NELSON (DIRECTOR GENERAL OF CONSERVATION) AND MARIE LONG (DEPUTY DIRECTOR GENERAL NATIONAL OPERATIONS AND REGULATORY SERVICES)

Following introductions, Penny thanked Gerry and Paula for their contributions. Her leadership team is interested in the Committee’s feedback and observations and Penny offered to help profile the NHF, particularly when applications are being sought. Marie detailed DOC’s priorities in relation to the work undertaken by the Committee.

Action: The Funds Team will notify Marie Long when the NHF next opens.

ITEM 4: CHATHAM ISLAND’S COVENANT PRESENTATION

Erin Patterson and Jenna Hoverd presented (via Teams) on the state of the ecological values protected by the South Chatham Island Covenant (established in 2011, using NHF funding). They also detailed how the repurposed s9(2) of NHF funding will be used to protect the Covenant’s values.

Actions:

DOC will review the Chatham’s covenant documents to determine responsibilities for pest control in this area and will notify the Committee by 21 June 2023.

ITEM 5: STATUS OF OPEN CASES

Bruce presented an update on the 21 open NHF cases. This included providing a template of how and what information is provided to the Committee. DOC will action the Committee’s comments.

Actions:

DOC will:

- By 31 July 2023, per the Committee's comments, amend the status document so the area and the ecological values of active cases are in separate columns.
- DOC to seek agreement from the Committee at the next meeting to close the 00/006 s9(2)(b)(ii) case, whilst keeping a caveat in place.

ITEM 6: DOC COMMUNITY FUND

Kees provided an update on DOC's Community Fund process and the alignment of priorities with the NHF.

ITEM 7: FUTURE MEETING DATES AND INDUCTING NEW MEMBERS

A half day meeting in Wellington is scheduled for 14 August 2023, and will include an induction session for new Committee members. A full day meeting in Wellington is scheduled for 16 November 2023.

Aroha and Paula commented on how to improve inducting new Committee members, including:

- Where the NHF fits in DOC's funding ecosystem.
- How the NHF operates.
- The history of the NHF's SILNA role.

Actions:

DOC will review the induction process and documents package by 7 July.

Sue gave a closing karakia and the meeting closed at 3.15pm.

Attendees then farewelled Gerry and Paula.

APPENDIX ONE- DRAFT FUNDING RECOMMENDATIONS FROM THE NHF COMMITTEE'S 7 JUNE 2023 MEETING

Draft recommendations from the 7 June 2023 NHF Committee meeting

All figures are ex GST. The map in appendix one shows the application areas' locations.

Application: 20/02 Thomson Ross	Funding requested: s9(2)
Applicant- DOC (original applicant was s9(2)(a))	
Description: This is a request for an additional s9(2) to complete approximately three kilometres of fencing. This fencing will stockproof 380-hectares of wetland and associated shrubland. This area is about three kilometres north of Ross, West Coast. A previous Minister of Conservation in 2021 approved the following funding for this case: s9(2)(b)(ii)	
The Department has paid \$80,000 as deposit and the surveying has been completed. Once the vendor provides the Department a clean certificate of title, the full and final settlement payment will be made. The 380-hectares will then be protected as a Scenic Reserve, pursuant to section 19 of the Reserves Act 1977.	
NHF Committee's comments: The Committee have assessed the request and, given the increase in fencing costs, considers that the additional funding request is reasonable and is required to protect this wetland.	
NHF Committee's recommendation: The Committee <u>recommends approving</u> this request for an additional s9(2)(b)(ii)	

s9(2)(j)

s9(2)(j)

s9(2)(j)

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s9(2)(j)

s9(2)(b)(ii)

s9(2)(b)(ii)

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s9(2)(b)(ii)

s9(2)(j)

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s9(2)(j)

s9(2)(b)(ii)

s9(2)(j)

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s9(2)(j)



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Document 11

Nature Heritage Fund Committee Meeting #111

Monday 14 August 2023, 9.00am-9.35pm

Via Teams



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Attendees	
NHF Committee	Sue Rickman (Chair) Gina Solomon Aroha Mead David Barnes John Whitehead
Department of Conservation	Kees Hyink, Funds Team Manager Emma Bonner, Senior Funds Advisor Bruce Hill, Funds Advisor

Welcome / Karakia

Sue welcomed David and John to the Committee. Kees gave a karakia.

ITEM 1: Introductions, meeting new Committee members and Committee member roundtable

All attendees introduced themselves and gave a summary of their background and interest in conservation.

Actions:

- Bruce to provide David and John with copies of the minutes from the two most recent meetings, the 23/24 Minister of Conservation (MOC) Letter of Expectation (LOE) and the current Terms of Reference for the Committee.

ITEM 2: NHF update/next steps

Kees gave an update on the NHF and the next steps.

The Committee's funding recommendations from the last round are currently with the MOC for decision. We expect to hear back within the next week and will notify the Committee as soon as we receive the decisions.

The review of the NHF's criteria and application process needs to be paused while a wider review across multiple DOC funds is undertaken. The focus is on ensuring best practice to all funding functions. We do not currently have timings for this piece of work but will keep the Committee informed as it progresses.

Sue recently requested a meeting with the Minister of Conservation. Unfortunately, the Minister is currently unable to meet with Sue. However, Marie Long (Deputy Director-General National Operations and Regulatory Services) is available to meet with Sue to discuss the NHF.

Actions:

- Funds Team to update the Committee on the MOC's decisions as soon as these are received.
- The Funds Team to organise a meeting between Marie Long and Sue Rickman.

ITEM 3: Future meetings

The next Committee meeting is scheduled for 16 November 2023. Between now and then Sue would like the Committee to meet via Teams bi-monthly, so momentum is kept going.

Actions:

- Funds Team to organise a schedule for bi-monthly one hour Teams meetings.

Kees gave a closing karakia and the meeting finished at 9.35am.

Next meeting in-person: 16 November 2023

Next meeting via Teams: TBC

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Document 12

Taupō-nui-a-Tia Management Board – Minutes

Date: 15 June 2021

Venue: Microsoft Teams Meeting

Present

Topia Rameka	Tuwharetoa Maori Trust Board Appointee & Chair of Taupō-nui-a-Tia Management Board
Maria Nepia	Tuwharetoa Maori Trust Board Appointee
Chris Johnston	Crown Appointee
Tangonui Kingi	Tuwharetoa Maori Trust Board Appointee
Paul White	Crown Appointee

Attendees

Libby O'Brien	Statutory Manager – Department of Conservation
Damian Coutts	Director Operations – Department of Conservation
9(2)(a)	9(2)(a)

Apologies

Mike Britton	Crown Appointee
Rakeipoho Taiaroa	Tuwharetoa Maori Trust Board Appointee
Anna Park	Crown Appointee

Board Support

Jo de Lange	Personal Assistant - Department of Conservation
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Item 1 Taupō Waters Management Plan

The Taupo-nui-a-Tia Management Board ('the Board') discussed and considered the recommendations in the Report prepared by 9(2)(a) and the updated Management Plan for Taupō Waters.

Several points of clarity were sought on the following sections of the Management Plan:

- Water Quality – discussion in relation to the report needing to refer to specific standards arising from the Lake Taupō Protection Policy.
- Motutaiko – clarifying access to island is a matter for the landowners.

Resolution

Pursuant to clause 2.3.4(c) of the 2007 Deed between Her Majesty the Queen and the Tuwharetoa Maori Trust Board, the Board resolve as follows:

1. That the Management Plan for Taupō Waters as presented be adopted as final.
2. That 1 August 2021 be confirmed as the date when Management Plan for Taupō Waters takes effect.
3. That the public be notified of the decision of the Board to determine the Management Plan for Taupō Waters and the date when the Management Plan takes effect.

4. That a letter be sent to each submitter, advising:
 - a. the decision of the Board to determine the Management Plan for Taupō Waters;
 - b. the date when the Management Plan for Taupō Waters takes effect; and
 - c. the location of hard copies and link to electronic copies of the Management Plan for Taupō Waters.

5. That a letter be sent to the Minister of Conservation, as a matter of courtesy, advising:
 - a. the decision of the Board to determine the Management Plan for Taupō Waters;
 - b. the date when the Management Plan for Taupō Waters takes effect.

Moved: Topia Rameka
Seconded: Chris Johnston
Carried Unanimously

The Chairman acknowledged the members for their significant contribution to this important work which has spanned several years. The Chairman also acknowledge the support of the Department of Conservation and 9(2)(a) for the support provided to the Board.

Item 2 Next Steps

1. The Department of Conservation to work with 9(2)(a) to:
 - a. Finalise the plan
 - b. Draft the public notice
 - c. Prepare correspondence
 2. A copy of the final document to be sent to board members prior to publication.
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