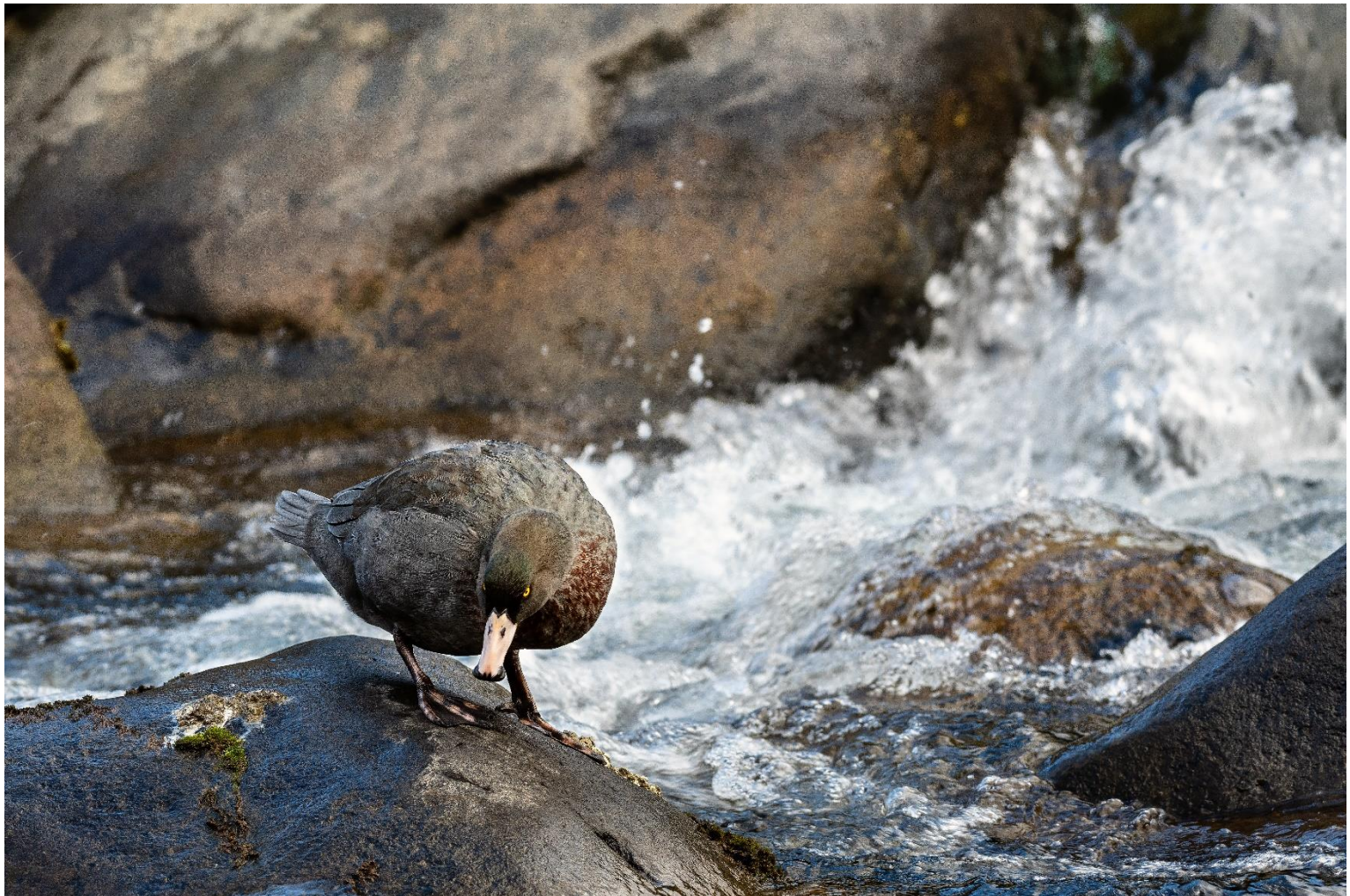

**WEST COAST *TAI POUTINI*
CONSERVATION BOARD**

**Annual
Report**

1 July 2019 to 30 June 2020

Presented to the New Zealand Conservation Authority pursuant to Section 6(o) of the Conservation Act 1987



West Coast *Tai Poutini* Conservation Board

Annual Report

1 July 2019 - 30 June 2020

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This report is presented to the New Zealand Conservation Authority as required by the Conservation Act and is distributed to interested parties. Members of the public are welcome to attend Conservation Board meetings. If you would like more information on the West Coast Tai Poutini Conservation Board, please go to <https://www.doc.govt.nz/about-us/statutory-and-advisory-bodies/conservation-boards/West-Coast/> or contact the Board Support Officer at the Department of Conservation in Hokitika email westcoastboard@doc.govt.nz

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Appendix I – Ministers Letter of Expectation.

Appendix 2 - West Coast *Tai Poutini* Annual Work Plan

1. Chairperson's Report

In August 2019 the West Coast Tai Poutini Conservation Board (the Board) held a planning workshop to develop a work programme with reference to the Letter of Expectation from the Minister of Conservation (see appendix 1). Top workstream priorities included engagement with the now withdrawn Westland Tai Poutini National Park Management Plan and completing the annual reporting cycle on both the Paparoa National Park Plan and reporting on the Conservation Management Strategy (CMS). At the time of writing neither the Board's Paparoa or CMS reports have been completed, work is however ongoing, and both reports are expected by November 2020. The Board's cultural capabilities and understanding were considerably enhanced through a series of workshops culminating in a Section 4 workshop held at the Arahura marae that was addressed in person by Gabrielle Huria of Ngai Tahu, Michelle Hippolite of DOC and Chris Finlayson via Skype. While not all of the issues faced by the Board were resolved, considerable progress was made during both the governance and Section 4 workshops that were largely healing and positive occasions. As a result of the progress made at the workshops a harmonious Board meeting was subsequently held in July 2020.

Deputy Chair Kara Edwards of Makaawhio, Veronica Baldwin and Francois Tumahai of Ngati Waewae bring great depth and cultural perspective to the Board and the new 2019 appointees Inger Perkins, Neil Silverwood and Suzanne Hills brought additional skills and enthusiasms to the Board's focus on conservation and recreation issues. Brian Anderson has particular knowledge of our glacier area and Coraleen White continued to press the Board to live up to its treaty obligations. The Board's permissions committee ably led by Inger Perkins made great progress compiling substantial submissions on several key applications and a finalised and agreed Board/Department permissions process. Addressing the issue of climate change has been a Board focus and work led by Suzanne Hills and Neil Silverwood has led to a thought-provoking draft Board policy on climate change which we hope to ratify later this year. The release of the Climate Change Adaption Action Plan was welcomed, and the Board is keen to see its implementation within our rohe. The Board wrote a substantial submission to the proposed Biodiversity Strategy Te Koioa o Te Koioa and has welcomed the recent launch of the Aotearoa Biodiversity Strategy.

Following the disaster at Fox river the Board has continued exercising its advocacy role on the issue of vulnerable landfills and has been vocal in campaigning for the removal of all such sites on the West Coast. Jonathon Clearwater has led this effort and we were pleased to hear that funding has recently been granted to bring about major clean-ups of these sites. Landscape scale restoration has been a Board focus and we have recently written in support of the Aoraki Canterbury Board's Thar consultation document and the removal as far as practically possible, of Thar within National Parks and a review of the Himalayan Thar Control Plan 1993. Aviation issues remain a Board focus and Barry Hughes and Neil Silverwood continue to lead Board efforts on this issue. Balancing the opportunities that may be created for recreation and tourism, in allowing easier access to public conservation lands, and managing the spread of intrusive aircraft-derived noise into previously quiet areas is a complex issue for the Board, and we continue to try and gain an understanding of how increasing aircraft pressures will be managed in the future.

The 2019/20 year has proved to be challenging for the Board. After years of effort and consultation the draft Westland Tai Poutini National Park Management Plan has been

completely withdrawn and is to be rewritten. A CMS amendment process halted in 2019 after leading conservation and recreation organisations raised serious questions about the procedures adopted, has now been completely withdrawn and replaced by a review of the entire CMS. Parts of the Paparoa National Park Management Plan are being challenged by court action brought by conservation and outdoor recreation groups. The partial destruction through blasting of a geo-preservation site on the Truman Track in Punakaiki raised procedural questions highlighted by the Board and corroborated by a subsequent department report.

Despite the difficulties the Board has faced this year, considerable progress has been made in enhancing conservation outcomes and healing divisions. We have signalled to the department our wish to involve ourselves in the CMS review from an early stage and look forward to taking a significant role in that review. We look forward to the new CMS reflecting both the Climate Change Response (Zero Carbon) Amendment Act and Te Mana o te Taiao - Aotearoa New Zealand Biodiversity Strategy 2020.

Thanks to Joy Cowan our Support Officer and Joy Comrie the Statutory Manager, who have made a huge contribution to the continuing smooth running of the Board and to Mark Davies, Director Operations. Both Gerry McSweeney and Robyn Jebson from the NZCA have attended many of our meetings and provided great support to me and the rest of the Board. A final thanks to all our Conservation Board members who put in considerable time between meetings working on complex issues. The Board's focus on our CMS, National Park Management Plans, exercising its advocacy role and its role in land exchanges and the permissions process require considerable time and expertise from members; this is freely and willingly given by Board members. The Board remains an open and democratic organisation with a focus on achieving improved conservation outcomes for the benefit of the Tai Poutini population as a whole and its indigenous flora and fauna.



Dr Keith Morfett, Chairperson.

Introduction

This is the West Coast *Tai Poutini* Annual Report as required under Section 6 of the Conservation Act 1987.

The West Coast *Tai Poutini* Conservation Board had 11 members for the 2019-2020 year appointed by the Minister of Conservation under the terms of the Conservation Act 1987. There were five new appointments to the Board – Suzanne Hills, Neil Silverwood, Kara Edwards, Inger Perkins, and Veronica Baldwin-Smith. Keith Morfett was elected as Chairperson and Kara Edwards Deputy Chairperson

Conservation Boards are independent advisory bodies, established by statute. The West Coast *Tai Poutini* Conservation Board represents the community and offer interaction between communities and the Department of Conservation, within the area of jurisdiction of the Board.

The Board has several statutory roles under various Acts including:

- The recommendation of a West Coast Conservation Management Strategy (CMS) to the New Zealand Conservation Authority (NZCA) for approval
- Advising the Department of Conservation and the NZCA on how conservation management strategies and plans will be put into practice
- Reporting on the implementation of the CMS
- The approval of Conservation Management Plans
- The recommendation of National Park Management Plans to the NZCA for approval
- Advising the Department of Conservation and NZCA on conservation matters, and proposed changes to status of land of national and international significance
- Liaising with Fish and Game Council on conservation matters
- Carrying out other powers delegated by the Minister of Conservation, the Conservation Act or any other Act

Board functions are outlined in section 6(M) and the powers, which enable the Board to carry out those functions, are under 6(N) of the Act. Boards also have a number of functions under section 30 of the National Parks Act 1980.

Section 6(O) of the Conservation Act requires conservation boards to provide the NZCA with an annual report as soon as practical after 30 June each year. In recognition of this requirement the West Coast *Tai Poutini* Conservation Board submits this annual report.

2. Annual Work Plan

Please refer to Appendix 2 for the full Board Annual Work Programme.

3. West Coast *Tai Poutini* Region

The West Coast *Tai Poutini* Conservation Board's area of jurisdiction covers the West Coast from north of Karamea south of Big Bay area. The area also extends out to the 12-nautical mile limit with respect to coastal and marine issues, and out to the 200-nautical mile limit with respect to protected species.

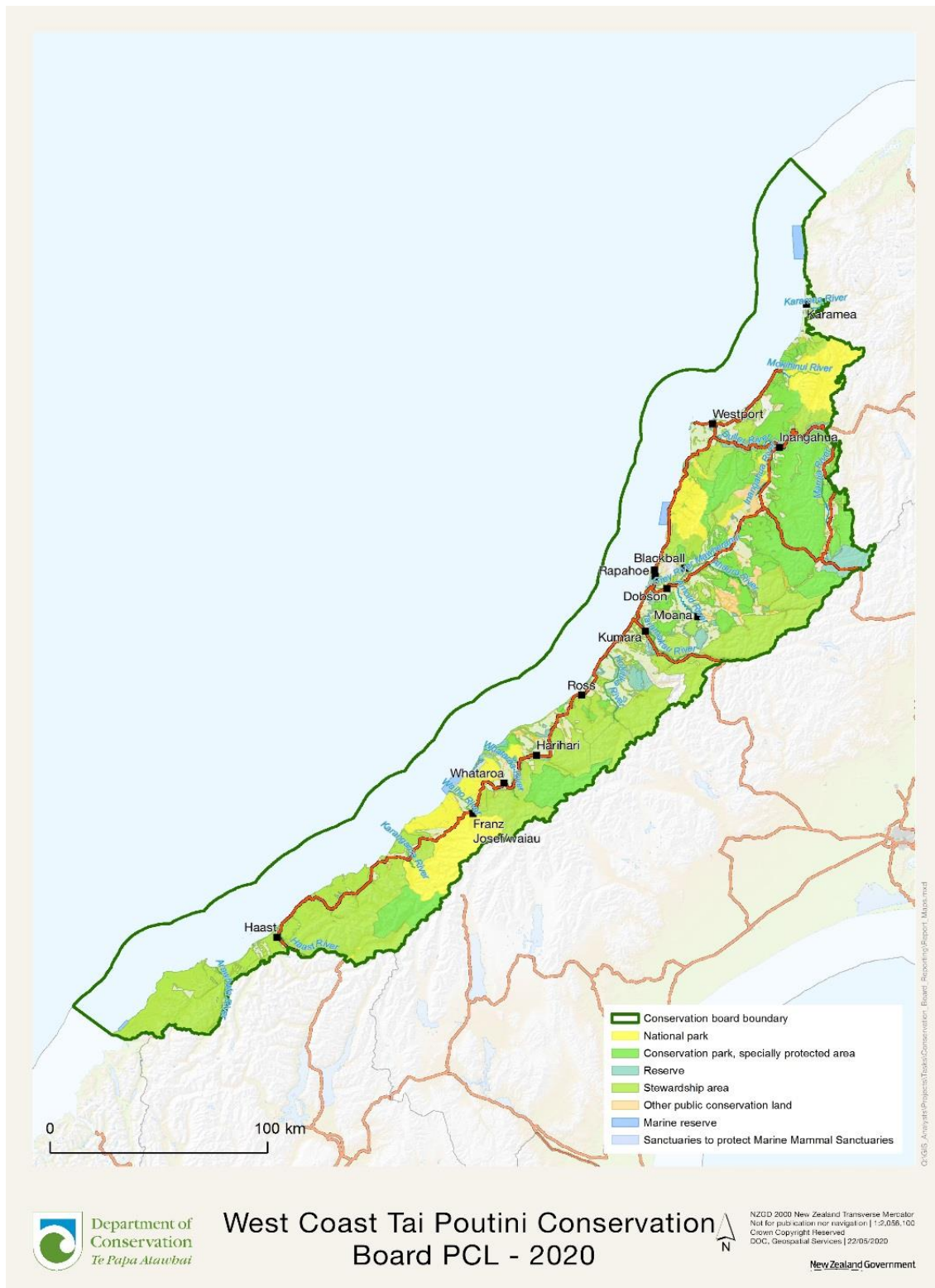


Figure 1 West Coast *Tai Poutini* Conservation Board Jurisdiction

Approximately 25% of all public conservation land and areas in New Zealand lie within the Region. The large number of issues which are of interest to the Board include:

- Ecosystem management and management of plant and animal species such as mistletoe, Westland petrel/*taiko*, white heron/*kotuku*, blue duck/*whio*, rowi, Haast/*tokoeka*, great spotted kiwi/*roa*, mohua and Powelliphanta species
- Management of recreational facilities
- Management of historic sites
- Concession activities, including those relating to recreation and tourism activities, grazing, industrial use, baches, filming, gravel extraction
- Mining and access arrangements
- Marine protection

The total area of the West Coast Region comprises 1,913,000 ha. Of this total, approximately 84% (1,610,000 ha) is contained within the boundary of the West Coast *Tai Poutini* Conservation Board's area of jurisdiction.

Conservation features of the area:

The main features of Public Conservation Land and Waters within the Board's boundaries are:

- Paparoa National Park – 43,309.86 ha
- Westland National Park/Tai Poutini National Park – 131,709.21 ha
- Victoria Forest Park - 204,673.06 ha
- 17 Amenity Areas – 9,244.11 ha
- 115 Scenic Reserves – 78,358 ha
- 12 Historic Reserves – 38.4 ha
- 16 Recreation Reserves – 116.22 ha
- 36 Ecological Areas – 126,694.95 ha
- 525 Stewardship Areas – 801,197.98 ha
- 364 Marginal Strips – 82,699.09 ha
- 3 Specially Protected Areas – 70.37 ha
- 3 Wilderness Areas – 104,447.34 ha
- 7 Wildlife Management Areas – 21,078.96 ha
- 5 Marine Reserves – 17,274.56 ha

5. Conservation Board Functions and Powers

5.1 Board Functions Under Section 6m of the Conservation Act 1987

The functions of the Board are:

- (a) To recommend the approval by the Conservation Authority of conservation management strategies, and the review and amendment of such strategies, under the relevant enactments
- (b) To approve conservation management plans, and the review and amendment of such plans, under the relevant enactments
- (c) To advise the Conservation Authority and the Director-General on the implementation of conservation management strategies and conservation management plans for the area within the jurisdiction of the Board
- (d) To advise the Conservation Authority or the Director-General
 - (i) On any proposed change of status or classification of any area of national or international importance; and
 - (ii) On any other conservation matter relating to any area with the jurisdiction of the Board
- (e) To liaise with any Fish and Game Council on matter within the jurisdiction of the Board
- (f) To exercise such powers and functions as may be delegated to it by the Minister under this Act or any other Act

5.2 Powers of the Board under Section 6n of the Conservation Act 1987

- (1) Every Board shall have all such powers as are reasonably necessary or expedient to enable it to carry out its functions.
- (2) Without limiting the generality of subsection (1), each Board may -
 - (a) Advocate its interests at any public forum or in any statutory planning process; and
 - (b) Appoint committees of members and other suitable persons, and delegate to them functions and powers.
- (3) The power conferred by subsection (2)(a) shall include the right to appear before courts and tribunals in New Zealand and be heard on matters affecting or relating to the Board's functions.

5.3 Board Functions under the National Parks Act 1980

There are two national parks within the Board's region: Paparoa National Park and Westland National Park. The Board has sub committees involved in the management plan review for these. The Board also advocates for cross boundary issues with Kahurangi National Park (which is the responsibility of the Nelson Marlborough Conservation Board), Arthur's Pass National Park (Canterbury *Aoraki* Conservation Board) and Mt Aspiring National Park (Otago Conservation Board).

6.0 Board Membership

There were 11 Board members for the reporting year appointed by the Minister of Conservation.

In the September meeting Keith Morfett was elected Chairperson and Kara Edwards was Deputy Chairperson.

The following table lists the membership of West Coast *Tai Poutini* Conservation Board between 1 July 2019 to 30 June 2020.

6.1 Members Profiles

Dr Keith Morfett of Hokitika (Chairperson)

Appointment term: 1 July 2017 to 30 June 2020

Dr Morfett has worked in science, tourism, education, and emergency management and has built two successful small businesses based in Hokitika. He has governance skills as well as planning and analysis skills developed through business, scientific research and Search and Rescue involvement. Keith has climbed, tramped, paddled, and fished throughout New Zealand and has spent considerable time overseas in National Parks, reserves, and remote protected areas.

Kara Edwards of Greymouth (Deputy-Chair)

Appointment Term: 1 July 2019 to 30 June 2022

Ms Edwards is nominated by Te Rūnanga o Ngāi Tahu. She has skills in business, land and environmental management, policy, and planning. Also, consensus building, understanding of public processes and cultural understanding. She is currently a chair and member on several boards/trusts.

Dr Brian Anderson of Ross

Appointment term: 1 July 2018 to 30 June 2021

Dr Anderson, glaciologist, has a wide range of scientific skills ranging from geography, hydrology, ecology, geomorphology, and paleoclimatology. He has an intimate knowledge of the West Coast conservation estate as a tramper and climber. Dr Anderson is well known in the West Coast, alpine and mountaineering communities.

Veronica Baldwin of Christchurch

Appointment Term: 1 July 2019 to 30 June 2021

Ms Baldwin is nominated by Te Rūnanga o Ngāi Tahu. She is an environmental consultant with skills including resource and environmental planning, policy development and analysis, regional development, and knowledge of relevant conservation legislation.

Dr Jonathon (JC) Clearwater of Okarito

Appointment term: 1 July 2018 to 30 June 2021

Dr Clearwater brings strong science and analytical skills useful for planning and analysis. He is connected to the community as a member of the Okarito Community Native Plant Nursery, West Coast Wilderness Trail, local Search and Rescue, and volunteering on the local rowi programme. His work in geothermal energy has given him experience working in joint ventures between iwi and energy companies and he has an awareness of cultural collaboration.

Suzanne Hills of Barrytown

Appointment Term: 1 July 2019 to 30 June 2022

Ms Hills is a writer and an active conservation volunteer. She has skills in technical and project management, understanding of public processes and cultural awareness in conservation. She holds a Bachelor of Technology (Hons) in Biotechnology and Bioprocess Engineering.

Barry Hughes of Okarito

Appointment term: 1 July 2019 to 30 June 2022

Mr Hughes is a business owner with ten plus years' experience in tourism, enabling visitors to interact with the conservation estate. He has extensive knowledge and experience of recreational activities across the New Zealand conservation estate and has volunteered on several biodiversity projects.

Inger Perkins of Hokitika

Appointment Term: 1 July 2019 to 30 June 2022

Ms Perkins works for the West Coast Penguin Trust, the Walking Access Commission, and the South Island Kokako Charitable Trust. She has an extensive understanding of statutory processes relating to Department of Conservation permissions, resource consents and management planning, and extensive experience advocating for conservation within and beyond the West Coast.

Neil Silverwood of Blackball

Appointment Term: 1 July 2019 to 30 June 2022

Mr Silverwood is a freelance photojournalist and through this work has gained a strong understanding on the key environmental issues New Zealand faces today. Has an in depth understanding of the legislation which governs the management of public conservation land in New Zealand. He also has in-depth knowledge of karst and cave management.

Francois Tumahai of Hokitika

Appointment term: 1 July 2019 to 30 June 2022

Mr Tumahai is of Ngāti Waewae and Ngati Whātua descent. He is the Chairman of Te Rūnanga o Ngāti Waewae and Chief Executive of Arahura Holding Limited. Francois brings over 20 years of management experience, 15 years governance experience and 8 years director experience to the Board.

Coraleen White QSM of Westport

Appointment term: 1 July 2017 to 30 June 2020

Mrs White is a farmer, former Buller District Councillor, and former Westport Issues Assistant to West Coast Tasman MP Chris Auchinvole. She has experience in governance roles, and in working with DOC staff to resolve constituent concerns. She helped prepare the Council's inaugural district plan and participated in public hearings. She holds a QSM. Her outdoor recreation interests are walking and boating; especially in Westland *Tai Poutini* and Kahurangi National Parks.



Fox Glacier Valley

Meetings

7.1 Board Meetings

The West Coast *Tai Poutini* Conservation Board held three Board meetings during the reporting period. Venues for the Board meetings are varied each year to ensure a wide coverage and enable members of the public in the district to attend meetings and access the Board.

Board Meetings

Date	Area
25 July 2019	Arahaura Marae
26/27 September 2019	Westport
27 November 2019	Greymouth
28 February 2020	South Westland (postponed)

7.2 Attendance

The table below shows the number of Board meetings attended by members out of the total number of meetings held during the year.

Member	Home	Attended
Kara Edwards	Greymouth	1/3
Veronica Baldwin-Smith	Christchurch	2/3
Jonathon Clearwater	Okarito	3/3
Brian Anderson	Ross	3/3
Neil Silverwood	Blackball	2/3
Suzanne Hills	Barrytown	3/3
Coraleen White	Westport	3/3
Barry Hughes	Okarito	3/3
Francois Tumahai	Kaniere	3/3
Keith Morfett	Hokitika	3/3
Inger Perkins	Hokitika	3/3

7.3 Workshop Meeting 7th November 2019

Member	Home	Attended
Francois Tumahai	Kaniere	1/1
Neil Silverwood	Blackball	1/1
Coraleen White	Westport	1/1
Barry Hughes	Okarito	1/1
Keith Morfett	Hokitika	1/1
Suzanne Hills	Blackball	1/1
Inger Perkins	Hokitika	1/1
Jonathon Clearwater	Okarito	1/1
Brian Anderson	Ross	1/1

7.4 Field Trip

Westport September 2019

The accompanying fieldtrip took place the day before the meeting, and saw Board members stopping on their way to Westport to visit Conservation Volunteers NZ (CVNZ) on the Barrytown Flats near Punakaiki. James Washer, CVNZ, showed the board around the nursery and expanded facilities, giving them an overview of the work that they have been doing over the last 10 years, re-planting the grassland that had been owned by Rio Tinto.

The aim is to develop an ecological corridor that spans from the mountains to sea, reflecting the rich biodiversity of the area; including the only nesting ground of the vulnerable Westland Petrel, the natural habitat of the blue penguin, and the sand plain forests bearing Nikau palms and Rata trees many hundreds of years old.

Due to poor weather, the Board had to limit their field trip day, but with a break between showers, they managed to visit the Hector Landfill that is being exposed by coastal erosion north of Westport. This is of interest to the board as they have been focusing on old landfills on the West Coast, particularly those vulnerable to coastal or river erosion.



Photo: Boards members visit CVNZ plantings on the Barrytown flats

7.5 Community and DOC Involvement in Board Meetings

The Board welcomed presentations from members of the public and Department staff at the meetings. During 2019-2020 we had presentations from:

- ZIP – Al Bramley and Duncan Kay
- Kotahitanga mō te taiao alliance - Kelly Stevens -
- Cypress Mine Kiwi Management – Bathurst - B Walker, I McGuire, I Harvey, S Taylor updated the Board on work currently happening on the Cypress Mine Kiwi management plan review.

8. Board Committees and Representation

Committee	Members
Westland National Park Review	Barry Hughes Keith Morfett Brian Anderson Kara Edwards
Permissions	Keith Morfett Coraleen White Brian Anderson Inger Perkins Suzanne Hills Kara Edwards
Paparoa National Park Plan	Francois Tumahai Suzanne Hills Neil Silverwood Veronica Baldwin-Smith
CMS	Keith Morfett Veronica Baldwin-Smith Brian Anderson Neil Silverwood
Cultural	Kara Edwards Kopa Lee Coraleen White
Planning	Coraleen White Francois Tumahai Keith Morfett Veronica Baldwin-Smith Neil Silverwood
Climate Change	Suzanne Hills Jonathon Clearwater Neil Silverwood Inger Perkins

9 Liaison

General Comment on Liaison

The Board considers that contact by members of the West Coast *Tai Poutini* Conservation Board with the community is very important. The website has been used to good advantage with Annual Plan, Board reports, meeting agenda's and confirmed minutes from each meeting being provided. The Board annual report and the West Coast Conservation Management Strategy can also be accessed on this site.

Board members also have contact with a broad range of people, community groups and organisations.

All Board members have responsibility for liaising with other groups when opportunities arise, and some members have specific roles in liaison.

Public forums are offered at each Board meeting for members of the community to raise conservation issues with the Board.

9.1 Other Conservation Boards and New Zealand Conservation Authority

The West Coast *Tai Poutini* region's immediate neighbours are the Nelson Marlborough, Canterbury *Aoraki* and Otago Conservation Boards. Liaison with neighbouring Boards are maintained principally through the exchange of minutes and agendas.

Coraleen White was appointed as a liaison person to work with Board's Oparara Working Group. The working group identified several gaps in the Feasibility Study and Business Case. The West Coast Board along with the Nelson Marlborough Board are aware of the sensitivity of the karst landscape in the Oparara Basin and its high biodiversity values.

9.2 Community advocacy and involvement

All Board members have responsibility for liaising with other groups when opportunities arise. Some members are specifically appointed to represent the Board on other groups or organisations.

The West Coast is a region of small communities. Board members are often well known in their local communities and have regular contact with members of the public. Where possible the Board tries to meet with local community groups while on field inspections.

Board members are invited to join in activities organised by the Department and other conservation groups to celebrate national events. This gives members a chance to interact with other groups and to learn more about the Department's work.

9.3 District and Regional Councils

The Board appreciates the opportunities to meet with representatives of the four local authorities as there are several regional issues in which it is interested.

9.4 Iwi

Two members of the Board are nominated by Ngāi Tahu as required under the Ngāi Tahu Settlement Act 1998. The Board worked closely with Te Runanga o Makaawhio for the purpose of the *Tai Poutini* Westland Park Plan Review.



Photo: Kea, John Reid

Appendix 1:

Hon Eugenie Sage

Minister of Conservation

Minita mō Te Papa Atawhai

Minister for Land Information

Minita mō Toitū Te Whenua

Associate Minister for the Environment

Minita Tuarua mō Te Taiao



5 September 2019

The Chairs
DOC Conservation Boards

Via email: ConservationBoardChairpersons@doc.govt.nz

Tēnā koe

ANNUAL LETTER OF EXPECTATION: CONSERVATION BOARDS 2019-20

I would like to thank you and your Board members for accepting the responsibility to be conservation leaders within your community, and I congratulate members of your Board who have been newly appointed. I understand the commitment and effort required by members to be part of the conservation board system and realise in our busy lives this can be demanding. I look forward to the year ahead and working with you to make a difference for the conservation of our natural and historic heritage.

The purpose of this letter is to confirm my expectations for your Board and to set out a framework for success within which both the Department and your Board can operate. The basis for my expectations originates in the statutory functions set out in Section 6M of the Conservation Act 1987, the National Parks Act 1980 and the Reserves Act 1977. As reflected in these statutes, the Board's focus is on policy issues, strategic direction and planning, not in the day to day operational details of the Department of Conservation.

The Code of Practice for Conservation Boards is available online: www.conservationboards.org.nz under 'What conservation boards do'. I encourage you and your Board to use the Code of Practice as a standard reference document for your meetings and activities.

Government and Ministerial Priorities

For the 2019-20 year, my fundamental priorities are to:

- Enhance relationships with Treaty Partners.
- Address the crisis of declining indigenous biodiversity, and improve the protection of freshwater habitats and the marine environment.
- Improve protection of land with conservation values.

My expectation is that you will design your 2019-20 annual work plan to reflect a combination of these priorities, the Department's priorities (contained in the Four-year Plan¹), and priorities you have identified within your rohe. Your Operations Director will discuss these priorities with you over the course of the year, as well as update you about any new or amended Government and Ministerial priorities.

¹ The Department's Four-year Plan can be found here <https://www.doc.govt.nz/about-us/our-role/corporate-publications/four-year-plan/>

In order to assist conservation boards in achieving their workplans, I have signalled that I would also like to see every conservation board meet at least six times a year. I note that many conservation boards are already meeting this regularly and I believe that it will add to positive conservation outcomes if this is consistent across the country.

Your Community

The recent Nga Tai ki Tamaki Tribal Trust Supreme Court ruling on giving effect to section 4 of the Conservation Act 1987, has again highlighted its fundamental importance in relation to the work that we do. The Board's understanding of its contribution to giving effect to the principles of the Treaty of Waitangi is vital to achieving strong conservation outcomes. This provides for the strengthening of relationships with iwi partners and for an inclusive environment between all conservation partners.

The community are increasingly interested in the use of and access to conservation land, and are aware of how important it is to preserve and protect our natural environment. For this reason, there is an increased need for good quality debate at your Board meetings and, as noted above, I'm sure you'll understand the importance of including our Treaty Partners in these debates. To assist with this, as Board members you will need to be active in your communities and bring a strong, well informed community voice to the table.

Working with the Department of Conservation

The Department is focused on the delivery of quality conservation work, and this provides the opportunity for alignment to the conservation leadership role you play within your local communities. I hope that you will be able to report about what is working well for you and areas that require improvement, so that we can share lessons and best practice across all conservation boards. I greatly value your role alongside the Department, especially the advice you provide concerning statutory planning and expenditure.

I expect your Operations Director to maintain a strong working relationship with you, so that your Board can provide strategic advice to the Department on conservation matters within your rohe. You will be able to provide advice that other parties cannot. The Department is focused on the delivery of quality conservation work, and this provides the opportunity for alignment to the conservation leadership role you play within your local communities.

I hope that you will be able to report about what is working well for you and the Department, and areas that require improvement, so that we can share lessons and best practice across all conservation boards. I also encourage you to reflect on the Department's expenditure in your region.

Working with adjoining conservation boards and the NZCA

Working on conservation matters, management strategies and plans will frequently involve working across boundaries with other conservation boards. I encourage you to continue to develop effective ways of working together to establish consistency and avoid duplication. The New Zealand Conservation Authority (NZCA) is also a source of support for conservation boards to draw upon in relation to the national and policy context for conservation issues.

Monitoring and self-review

I encourage you to discuss your priorities with your Board, your NZCA liaison representative and your Operations Director, and complete a revised work programme by late September 2019 to attach to the Letter. I request that your finalised work programme include measures and milestones, designed to demonstrate what success will look like for each priority, and how your Board will be able to show progress against the relevant Department stretch goal. The template that the Department have designed will assist in standardising the work programmes.

My expectation is that you, with your Operations Director, will work to establish these performance indicators, and monitor and measure progress. You will be able to draw upon the support of your Operations Director, Statutory Manager and regionally aligned Pou Tairangahau to build on these tools.

I look forward to eventually receiving a copy of your Annual Report, through the NZCA, for the 2019-20 year ending 30 June. Please use these reports as an opportunity for you to discuss what is and is not working within your area, as well as a chance for self-review on the workings of the Board. These reports should provide direct links to the performance indicators you identify within your work programme, as well as an overview of the operations of the Board for those who read and review it.

Yours sincerely



Hon Eugenie Sage
Minister of Conservation

Appendix 2:

West Coast *Tai Poutini* Conservation Board Work Programme 2019/2020

Work Stream	Ranking	Performance indicators for Board	Measures/Milestones	Who <i>*Denotes coordinator</i>	Address at Board meeting
Westland <i>Tai Poutini</i> National Park Plan	1	<ul style="list-style-type: none"> Board works closely with Makaawhio Board representation on hearing panels Re-worked plan Public participation encouraged 	<ul style="list-style-type: none"> Completion of Plan Plan consistent with legislation 	Barry * Brian Kara Keith	Pending/ongoing
Paparoa National Park Plan	2	<ul style="list-style-type: none"> Review and engagement - DOC report due (Nov 19) 	<ul style="list-style-type: none"> Engage in Annual Reporting cycle Provide informed advice on implementation priorities Plan is consistent with legislation 	Francois * Suzanne Neil Veronica	Pending/ongoing
CMS - Issues/monitoring	2	<ul style="list-style-type: none"> Establish a committee Complete bench marking process Keep Board informed Plan Board process beyond bench marking 	<ul style="list-style-type: none"> Documented Board/CMS process Identify areas for revision/deficiencies 	Keith * Veronica Brian	ongoing
Cultural Capabilities	3	<ul style="list-style-type: none"> Establish baseline by self-rating Establish pathways to improve Learn place names at each meeting Take part in DOC training where possible with Papatipu Runanga 	<ul style="list-style-type: none"> Use Te Reo Understanding of cultural heritage Competency for marae visits Enhance relationships 	Kara * Coraleen Kopa (DOC staff member)	ongoing
Biodiversity	3	<ul style="list-style-type: none"> Prepare Board submission for Biodiversity strategy 22 Sept 19 Board to receive Biodiversity orientated status report at place at each meeting Marine and Freshwater issues to include in status reports at each meeting 	<ul style="list-style-type: none"> Board involved in ongoing Biodiversity strategy Board to provide strategic advice to the dept and others on biodiversity issues Board to give informed response on freshwater and marine 	Keith * Inger	ongoing

			environments submissions, strategies, and statutory plans		
Planning	3	<ul style="list-style-type: none"> Board involvement in TTP One Plan Board involvement in RMA/consents Establish a planning committee 	<ul style="list-style-type: none"> Develop board structure to engage in planning issues Review and comment on plans and strategies with conservation in mind 	Coraleen * Francois Keith Veronica Neil	ongoing
Climate Change	4	<ul style="list-style-type: none"> Carbon footprint to be considered in concession comments Board input into TTP One Plan for West Coast 	<ul style="list-style-type: none"> Off-setting of PCL users' emissions Develop and document Board policy on Climate Change 	Suzanne * JC Neil Inger	April 2020
Permissions	5	<ul style="list-style-type: none"> Board to continue to engage with DOC Check and compare with the Papatipu Runanga process 	<ul style="list-style-type: none"> Board/DOC permissions process documented Board regularly briefed on compliance monitoring Receive and review new permissions 	Inger * Suzanne Brian Coraleen Keith Kara	Ongoing
Landfills	6	<ul style="list-style-type: none"> Board to advocate for rehabilitation of vulnerable sites Site visit –field trip to Hector 	<ul style="list-style-type: none"> Vulnerable sites have rubbish removed 	JC	Sept 19 Hector site visit
Landscape Scale Restoration	6	<ul style="list-style-type: none"> Monitoring – implementation of Tahr plan Watching brief of Zip & all predator control programmes Receive a briefing on gene editing/technological advances 	<ul style="list-style-type: none"> Board regularly updated on full range of landscape issues Board to give informed response to landscape scale submissions, strategies, and statutory plans 	Entire Board	June 2020
Visitor Management	6	<ul style="list-style-type: none"> Board to review Heritage and Visitor Strategy Board to engage with Cultural pathways process 	<ul style="list-style-type: none"> Well informed Board on Visitor and Heritage issues Board members to attend relevant events e.g. Tourism strategy launch 	Barry * Kara	ongoing

Aviation Activities	7	<ul style="list-style-type: none"> • Board to receive briefing from the Dept on aircraft planning across the Southern Alps • Board to continue to engage with DOC on aircraft compliance and monitoring 	<ul style="list-style-type: none"> • Board to gain understanding of aircraft management across rohe. • Board to give informed response to aircraft related permissions, submissions, strategies and statutory plans 	Barry * Kara Neil	Board meeting Nov 19
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Pending Issues

- Reclassification Stewardship Land
- Mining
- Freshwater Fisheries
- General Policy Review
- TTP One Plan

Board Members:

Keith Morfett (Chair), Kara Edwards (Deputy Chair), Barry Hughes, Jonathon Clearwater, Brian Anderson, Veronica Baldwin-Smith, Francois Tumahai, Suzanne Hills, Neil Silverwood, Inger Perkins, Coraleen White.

- Prioritised rankings were obtained by Board members individually assigning a numerically scaled importance value to each workstream, individual assignments were then summed to give an overall ranking.
- Who – identifies if Board members or committees have volunteered a leadership role in any workstream?
- Identifies if the workstream is to be examined in detail at any Board meeting. Note that ongoing work on workstreams will occur throughout the period.