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

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**Annual  
Report**

**1 July 2023 to 30 June 2024**

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

For the period 1 July 2023 - 30 June 2024

Presented to the New Zealand Conservation Authority  
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For more information on the West Coast Tai Poutini Conservation Board, please visit <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 ([westcoastboard@doc.govt.nz](mailto:westcoastboard@doc.govt.nz)).

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## 1) Chairperson's Report

The Board has had another busy year with the primary focus being the **review of the Conservation Management Strategy (CMS)**. During the year, several planning meetings have been held with the Chairs of Te Rūnanga o Ngāti Waewae and Te Rūnanga o Makaawhio, the Board, and the Department of Conservation (DOC) to develop a working strategy for progressing the CMS process. **In August, we welcomed two new Board members, Ashley Cassin and Barry Wards, which reinstated the full Board numbers and brought additional expertise. Ariana Stevens resigned in September.** Contact was maintained with our neighbouring Conservation Boards and a joint meeting was held with the Canterbury Aoraki Conservation Board. It was with great regret we saw the retirement of Mark Davies, Western South Island (WSI) Director Regional Operations, in May; Mark has provided outstanding support for this Board and his enthusiasm for the West Coast will be remembered. The Board wishes Mark and Di, his wife, well in their retirement. We also welcome Owen Kilgour as the new WSI Director Regional Operations and look forward to working with him.

In August, we met in Hokitika in a separate planning session with the DOC planners to develop work on the CMS review. **This meeting explored Board members priorities and aspirations for a new CMS,** as well as regional requirements. We also discussed the optimal approach to providing information to the public. The Work Plan following receipt of the Minister's Letter of Expectation was also discussed and priorities established. The Board meeting the following day had presentations relating to the Denniston Master Plan, Dolomite Point Redevelopment Project and the Paparoa National Park Management Plan monitoring report and we welcomed Harvey Ruru as the Nelson Marlborough Conservation Board's liaison.

In September, we met again in Hokitika and the Board received presentations relating to the freshwater work programme, the Himalayan Thar Control Plan and Operational Plan update, and an update on the effects of climate change on the West Coast glaciers by Professor Brian Anderson, an international expert on glaciology. Following the Board meeting a CMS workshop was held with the DOC planners.

November saw the Board on the road for **a three-day meeting in Haast and Fox Glacier. A public forum was held in Haast on the first evening and it was attended by members of the local community who presented on issues and the apparent lack of progress on the Stewardship Land review.** The following day the Board had briefings on the upgrade of the Haast Visitor Centre, grazing licences, and the Waita baches, which were under review. The Board also visited the **Waita baches site.** The Board meeting was held later in the morning of the second day at Fox Glacier; presentations included the Westland *Tai Poutini* National Park Plan draft monitoring report 2001-2010, regenerative tourism principles and Predator Free South Westland. Following the Board meeting, a CMS Planning meeting was held in conjunction with the DOC planners to provide an update and document development. The final day was set aside for field trips. The Board visited Te Kopikopiko o te Waka and were briefed on International Visitor Levy projects in and around Fox Glacier. Next, they visited the South Side Car Park and Moraine Track loop near Fox Glacier and saw the work undertaken by Fox Glacier Guiding as part of a Jobs for Nature project. At Franz Josef, the Board was briefed on the Waiho River stop banks and the Franz Josef Glacier valley

causeway, which provides access to the Glacier valley and helps keep the State Highway open. Following lunch, the Board had the opportunity to visit the White Heron Sanctuary and were briefed on forest restoration and predator control.

Our February meeting was held jointly with the Canterbury Aoraki Conservation Board at the Hotel Lake Brunner; representatives from the Nelson Marlborough Conservation Board and New Zealand Conservation Authority were also present. The Boards met in Arthurs Pass village and were briefed on weed and pest control and had updates on the Visitor Centre and the status of Kea. In the afternoon, we travelled to Iveagh Bay where we were briefed on Farm Plans and the Mt Te Kinga Predator Free project. Later in the afternoon there was a joint Board workshop. The following day, both Boards held their Board meetings, which were attended by their respective liaisons.

The Board headed South again in April for a two-day meeting at Te Tauraka Waka a Māui marae. A field trip was held at Ōkārīto and hosted by the Ōkārīto Community Association. The Board was briefed on the Ōkārīto GorseBuster Project and the Ōkārīto Nursery Plant Project. This was an opportunity to discuss matters of conservation/environment interest with the Ōkārīto community. At Franz Josef, the Board was briefed on the Waiho River strategy by the West Coast Regional Council; this was followed by a site visit to the Waiho river stop banks. In the evening, a CMS workshop was held to update workstream leads, the strategy for public and local authority engagement, and improving reporting strategies. The morning brought news that the Ōkārīto GorseBusters had won the BioHeritage Challenge Community Award in the 2024 New Zealand Biosecurity Awards; also, a severe heavy rain warning. A South Westland District update was provided by Wayne Costello, South Westland Operations Manager, and we received presentations on the South Westland Fisheries and Kea mitigation in South Westland. The Board discussed the Fast-track Approvals Bill and agreed to make a submission. The Board also decided to issue press releases to inform the community on our work following each meeting. Members of the public attended the meeting and presented on grazing licenses and land access.

Overall, it has been a busy year for the Board. I appreciate the work and time Board members undertake outside of regular Board meetings and the support they provide for myself. The Board could not function without the support of numerous DOC staff who provide their time and energy supporting the Board; especially our Board Support Officer, Alisa Alspach, who keeps us all organised. I am also grateful to Te Rūnanga o Ngāti Waewae and Te Rūnanga o Makaawhio for their continued input and support.

Kind regards,



Dr Michael Legge, Chairperson

West Coast *Tai Poutini* Conservation Board

## 2) Introduction

This is the 2023-2024 West Coast *Tai Poutini* Conservation Board (the Board) Annual Report as required under Section 6 (O) of the Conservation Act 1987. Conservation Boards are to provide the New Zealand Conservation Authority (the Authority) with an annual report as soon as practical after 30 June each year. In recognition of this requirement, the Board submits this annual report.

Conservation Boards are appointed by the Minister of Conservation under Section 6 (P) of the Conservation Act 1987 (the Act). Board functions are outlined in section 6 (M) and the powers, which enable the conservation boards to carry out those functions, are under 6 (N) of the Act.

The Board had eleven members for the 2023-2024 year, appointed by the Minister of Conservation under the terms of the Conservation Act 1987. The Board is currently carrying one vacancy.

Conservation Boards are independent advisory bodies, established by statute. The Board is the community's voice in conservation management in the region. The Board offers interaction between communities and the Department of Conservation (the Department), provides advice to the Department on local conservation matters and carries out important planning roles within its area of jurisdiction.

The Board has several statutory roles under various Acts including:

- The recommendation of a West Coast Conservation Management Strategy (CMS) to the Authority for approval.
- Advising the Department and the Authority 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 Authority for approval.
- Advising the Department and the Authority 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.

Boards also have a number of functions under section 30 of the National Parks Act 1980. These functions include recommending the review or amendment of national park management plans and recommending approval of the plan by the Authority.

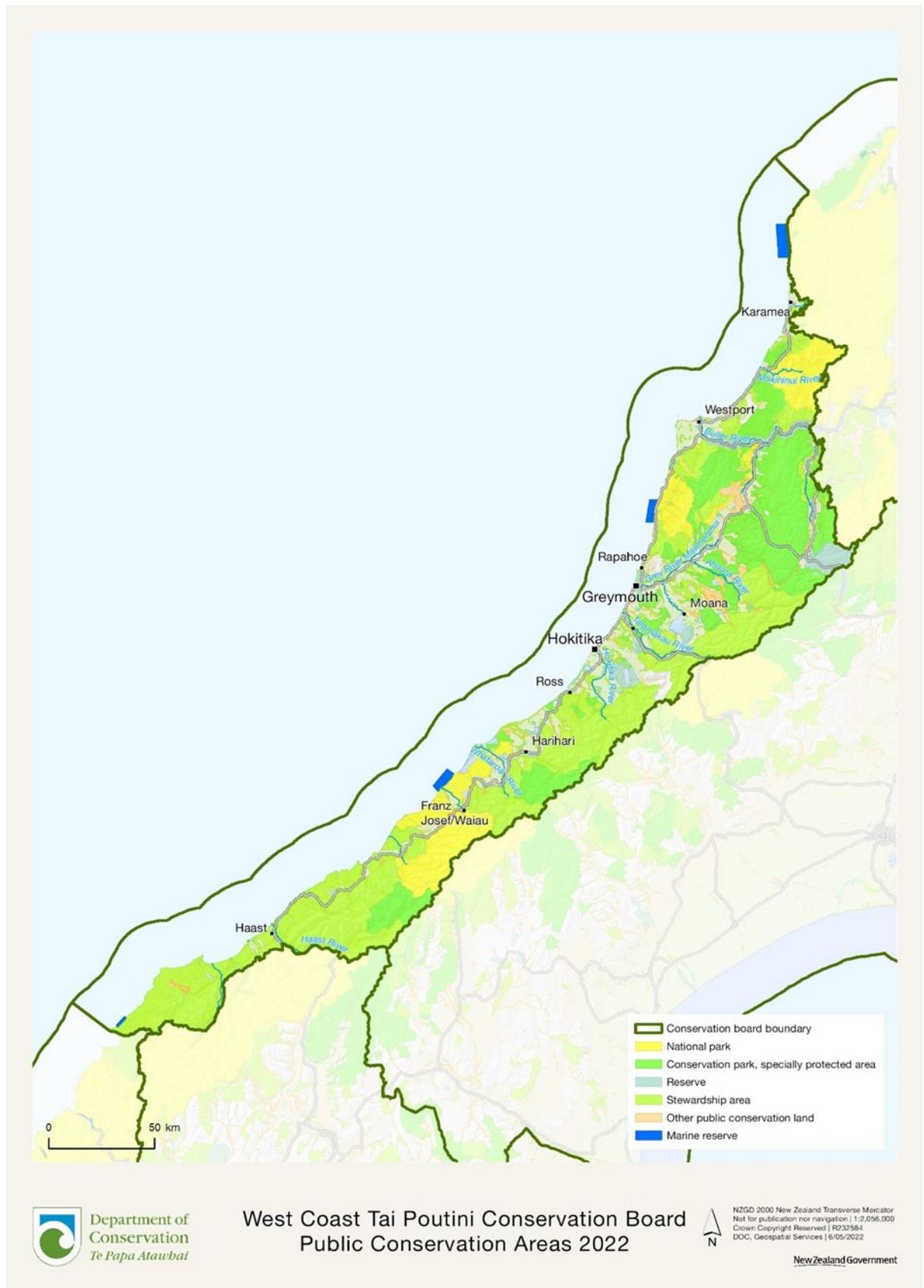


*Entoloma hochstetteri* (werewere-kōkako/blue pinkgill)  
Photographer: A Alspach

### 3) Rohe

The West Coast Tai Poutini Conservation Board's area of jurisdiction covers the West Coast from north of Karamea to Big Bay in the south. 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. The area of jurisdiction covers an area of 3,272,211.13 hectares. Westland Tai Poutini National Park and Paparoa National Park lie wholly within the Board's jurisdiction.

Figure 1: West Coast Tai Poutini Conservation Board Jurisdiction



### 3.1. Conservation features of the area

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

- Paparoa National Park (43,308.43 ha)
- Westland National Park/*Tai Poutini* National Park (131,709.33 ha)
- Victoria Forest Park (206,301.34 ha)
- 17 Amenity Areas (9,244.11 ha)
- 115 Scenic Reserves (78,360.01 ha)
- 12 Historic Reserves (38.4 ha)
- 16 Recreation Reserves (116.22 ha)
- 36 Ecological Areas (126,757.53 ha)
- 515 Stewardship Areas (801,867.73 ha)
- 365 Marginal Strips (2,975.31 ha)
- 14 Specially Protected Areas (220.3 ha)
- 3 Wilderness Areas (104,447.34 ha)
- 7 Wildlife Management Areas (21,088.89 ha)
- 5 Marine Reserves (17,274.56 ha)
- Includes parts of Kahurangi, Arthur's Pass, and Mt Aspiring National Parks.

### 3.2. Conservation issues of interest

Approximately 25% of all public conservation land and areas in New Zealand lie within the Board's jurisdiction. The total area of the West Coast Region comprises 1,913,000 ha. Of this total, approximately 84% (1,610,000 ha) is public conservation land.

Issues of interest to the Board include:

- Ecosystem management, and management of plant and animal species (e.g. mistletoe, Westland petrel/*tāiko*, white heron/*kōtuku*, blue duck/*whio*, great spotted kiwi/*rowi*, Haast tokoeka, mohua, and *Powelliphanta* snail species).
- Management of recreational facilities.
- Management of historic sites.
- Climate change impacts.
- Concession activities, including those relating to recreation and tourism activities, grazing, industrial use, baches, filming, and gravel extraction.
- Mining and access arrangements.
- Marine protection.

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).

## 4) Functions

### 4.1. Board functions under section 6M of the Conservation Act 1987

The functions of the Board are:

- 1) To recommend the approval by the Authority of conservation management strategies, and the review and amendment of such strategies, under the relevant enactments.
- 2) To approve conservation management plans, and the review and amendment of such plans, under the relevant enactments.
- 3) To advise the Authority and the Director-General of the Department on the implementation of conservation management strategies and conservation management plans for the area within the jurisdiction of the Board.
- 4) To advise the Authority or the Director-General of the Department:
  - 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.
- 5) To liaise with any Fish and Game Council on matters within the jurisdiction of the Board.
- 6) To exercise such powers and functions as may be delegated to it by the Minister under this Act or any other Act.

### 4.2. Board power under section 6N of the Conservation Act 1987

- 1) Every conservation 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 conservation board may:
  - i. Advocate its interests at any public forum or in any statutory planning process; and
  - ii. 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.

### 4.3. Board functions under section 30 of the National Parks Act 1980

There are two national parks within the jurisdiction of the Board's region: Paparoa National Park and Westland National Park.

The Board's functions under the National Parks Act 1980 are:

- 1) to recommend management plans, and the review or amendment of such plans, for parks within the jurisdiction of the Board in accordance with sections 45 to 47.
- 2) to consider and determine priorities for the implementation of management plans for national parks.
- 3) to make recommendations to the Minister for the appointment of honorary rangers under section 40.

- 4) to review and report to the Director-General of the Department or the Authority, as appropriate, on the effectiveness of the administration of the general policies for national parks within the jurisdiction of the Board.
- 5) to give advice to the Director-General of the Department or the Authority:
  - i. on the interpretation of any management plan for a park; and
  - ii. on any proposal for the addition of land to any national park or the establishment of a new national park; and
  - iii. on any other matter relating to any national park, within the jurisdiction of the Board.



*Peters Pool, Franz Josef*  
*Photographer: A Alspach*

## 5) Membership

The Minister of Conservation appoints Board members under section 6P of the Conservation Act 1987. The process of appointment ensures that a range of perspectives, life experiences, and knowledge contribute to the advice provided and decisions made by the Board.

Board members are appointed for 3-year terms and may be re-appointed, unless they are appointed in replacement of a prior member's term. There were eleven Board members for the reporting year. Mike Legge was elected Chairperson and Katie Milne was elected Deputy Chairperson. Ariana Stevens resigned in September 2023.

The following table lists the membership of the Board between 1 July 2023 and 30 June 2024:

*Table I: Board membership*

Board Member	Area	Term Start	Term End
Veronica Baldwin -Smith	Christchurch	01/07/2019	30/06/2024
Ashley Cassin	Hokitika	17/08/2023	30/06/2026
Danual Cattermoul	Greymouth	01/07/2022	30/06/2024
Mike Legge	Charleston	01/07/2021	30/06/2026
Katie Milne	Rotomanu	01/07/2020	30/06/2026
Diana Rossiter	Westport	01/07/2021	30/06/2024
Lisa Steenhauer	Greymouth	23/11/2021	30/06/2025
Ariana Stevens	Christchurch	01/07/2022	29/09/2023
John Taylor	Reefton	01/07/2022	30/06/2025
Barry Wards	Upper Hutt	17/08/2023	30/06/2026
Robert Wilson	Hari Hari	14/12/2021	30/06/2025

### 5.1. Member's profiles

#### Mike Legge of Charleston (Chairperson)

Mike is an Honorary Associate Professor at the University of Otago School of Biomedical Sciences. He has previously served on the Conservation Board from 2011-17, when he helped develop the Paparoa National Park Management Plan. He has been heavily involved in conservation, both in a practical and in a governance capacity for many years. Mike has Chaired a number of international scientific and ethics committees relating to health sciences including European Commission Expert Panels on Biological Sciences and Ethics. He has a strong interest in policy development, public participation processes, advocacy and policy communication. Most recently, he was a member on the Aquatic Working Group, and was involved in the establishment of the National Plan of Action for Seabirds in 2020. Currently he Chairs the Faculty of Science, Royal College of Pathologists of Australasia and provides expert advice to scientific health professional groups in New Zealand. Mike was nominated by Te Rūnanga o Ngāti Waewae.

#### Katie Milne of Rotomanu (Deputy Chairperson)

Katie is a fifth generation West Coaster and dairy farmer, a Director on the Predator Free 2050 Limited Board, the Chair of Predator Free South Westland, a member of the Todd Foundation board, and is the Director of The Aspen Institute New Zealand. She was the National President of Federated Farmers NZ between 2017-20, the first female president in the history of the organisation. Katie is experienced in leadership, advocacy, and governance in the agricultural sector. Katie has also served on the National Animal Welfare Advisory Committee, chaired the West Coast TB Free Committee, and was a member of the Farmer Mental Wellness Strategy Group. She has proven environmental and community leadership abilities, and has an extensive network of contacts within New Zealand.

### Veronica Baldwin-Smith of Christchurch

Veronica is nominated by her iwi Te Rūnanga o Ngāi Tahu and is from Te Tai Poutini. She is a managing director of an environmental and conservation consultancy, which provides strategic advice to Ngāi Tahu and Poutini Ngāi Tahu. She is recognised for her skills and expertise in Māori governance, collaboration with central and local government, community engagement, policy development and implementation, and parliamentary processes. Veronica is an experienced resource management and environmental policy professional and has extensive experience in working for her iwi and hapū, and with central and local government. Veronica is a Ministerial appointee to the Government's Māori Climate Platform, working with tangata whenua to enable Māori-led climate action and planning to build climate resilience.

### Ashley Cassin of Hokitika

Ashley is a Southern Ward Councillor and the Deputy Mayor of Westland District Council, through this he also sits on the Te Tai o Poutini Combined District Plan committee. Having worked extensively in both Tourism and Event Management, he is passionate about managing these opportunities within the Conservation Estate, especially with his prior governance roles as Chairman of Glacier Country Tourism Group and as a board member of the New Zealand Events association. Ashley has a deep-seated love for recreation in our incredible natural environment here on Te Tai o Poutini, which is a driving force for his choice to make this place his home. This love for the outdoors has also seen him complete two Godzones and both a one and two-day Coast to Coast.

### Danual Cattermoul of Greymouth

Dan (Ngāi Tahu) has experience in fundraising for a number of nature conservation organisations and brings a strong advocacy focus to the Board. He also provides an in-depth understanding of Te Tiriti principles from an environmental perspective, which goes hand in hand with his past work experience. Working in community engagement within the Health sector, there are strong overlaps of hearing and responding to the needs of the communities.

### Di Rossiter of Westport

Di is a committed environmental advocate and strategic thinker; she works to drive essential change for nature as well as local communities. She uses her background to take an expert science-based approach to conservation issues. Di is also actively involved in her community through her governance positions with the Kawatiri Nature Environment and Communities Trust (KNECT), as well as co-chairing the Board of Trustees for a local primary school.

### Lisa Steenhauer of Greymouth

Lisa is the Head of Learning, Science at Westland High School in Hokitika; her teaching background provides advanced communication skills, with the ability to speak publicly on complex issues. Lisa has a PhD in Aquatic Microbial Ecology and a MSc in Zoology; her education and experience as a PhD researcher demonstrate excellent scientific knowledge and understanding, particularly of New Zealand species and biodiversity.

Lisa was a member of Kawatiri Freshwater Management Unit, an advisory Committee of the West Coast Regional Council for freshwater quality and has previously contracted to the Department of Conservation as a Technical Freshwater Advisor.

### **Ariana Stevens of Christchurch**

Ariana is of Poutini Ngāi Tahu descent and a qualified lawyer and teacher with a passion for te reo Māori, helping rangatahi and whānau in their communities and sharing knowledge of te ao Māori and other kaupapa. Ms Stevens has recently graduated from a Masters in Te Reo Māori and brings to the Board a strong sense of cultural awareness and knowledge.

### **John Taylor of Reefton**

John is a mining heritage consultant offering a unique perspective of both primary industry and the heritage space. Being a former Board member, he is seen as having a very level head, good skills and experience as a member and always brought that community connection to the table. Mr Taylor has extensive knowledge of the West Coast, and is an enthusiastic supporter of the Reefton community's preservation and promotion of the regions heritage sites and use for recreational activities. He is the New Zealand representative on the Australasian Institute of Mining & Metallurgy's Heritage Committee, and is a member of the Geoscience Society of New Zealand's Geoheritage Subcommittee.

### **Barry Wards of Upper Hutt**

Dr Wards grew up on a sheep and cattle farm in West Otago and a large runholding on the shores of Lake Wakatipu and spent a large part of his younger years exploring the remote areas of Southland, Otago and the West Coast. Currently, he is a Principal Adviser to the Chief Departmental Science Adviser at the Ministry for Primary Industries and has a strong biological science background. He is a past member and Chairperson of the Wellington Conservation Board (2014-21) and led the review of the Wellington Conservation Management Strategy (CMS), released in 2019. He has been active in conservation for over 45 years, is a past-President of Forest & Bird and has chaired the local Upper Hutt Branch of Forest & Bird for 25 years. Barry has extensive experience in leadership, governance, advocacy, strategic planning, and community engagement. He is a keen tramper, has traversed many of New Zealand's wild places, and is passionate about protecting New Zealand's indigenous flora and fauna.

### **Rob Wilson of Hari Hari**

Robert (of Ngāi Tahu, Ngāti Mamoe – Kati Māhaki ki Makaawhio hapū) is nominated by Te Rūnanga o Ngāi Tahu. Robert is a dairy farmer and seventh generation South Westlander, who grew up practicing traditional mahinga kai and mātauranga Māori. He has followed a passion for hunting and fishing all over the West Coast and, throughout his 40+ years of residing in the area, has developed extensive community networks. Robert is Chair and Te Rūnanga o Makaawhio representative on the South Westland Freshwater Management Unit, and Tangata Tiaki for Ngāti Mahaki (Te Rūnanga o Makaawhio).

## **5.2. Resignations during the year**

### **Ariana Stevens of Christchurch**

Appointment term: 1 July 2022 – 30 June 2025 (Resignation 29/09/2023).

## 6) Meetings and field trips

### 6.1. Board meetings

The Board held five Board meetings during the reporting period. Venues for the Board meetings are varied each year to ensure a wide coverage of the area and enable members of the public in the district to attend meetings and access the Board.

*Table II: Board meeting dates and locations*

Date	Area
25 <sup>th</sup> August 2023	Hokitika
21 <sup>st</sup> September 2023	Hokitika
30 <sup>th</sup> November 2023	Fox Glacier
21 <sup>st</sup> February 2024	Moana
9 <sup>th</sup> April 2024	Bruce Bay

### 6.2. Field trips

Field trips are an excellent opportunity for Board members to become more aware of conservation issues within their region and meet members of local communities.

*Table III: Field Trips*

Date	Field Trip Destination
30 <sup>th</sup> November 2023	Haast and Waita River
1 <sup>st</sup> December 2023	Fox Glacier, Franz Josef, and White Heron Sanctuary
20 <sup>th</sup> February 2024	Arthur's Pass National Park and Lake Brunner
8 <sup>th</sup> April 2024	Ōkārito and Franz Josef

#### Haast and Waita River

The last Board meeting of 2023 was held in Haast. The Board received updates on the developments at the Haast Visitor Centre as part of the upgrades and Pounamu Pathways. There was also an update on the Waita baches which were up for review at the time; this provided excellent background information for the subsequent site visit. The Department staff also provided a briefing on local grazing licences. The Board is grateful to Wayne Costello, South Westland Operations Manager, for organising the fieldtrips.



*Board Members receiving a briefing from DOC Staff during a visit to the Waita River.  
Photographer: A Alspach*

### Fox Glacier, Franz Josef and the White Heron Sanctuary

Following a Board meeting in the Fox Glacier township, the Board field trip started with a site visit to Te Kopikopiko o te Waka near Lake Matheson. This is an important site for Te Rūnanga o Maakaahio and the Board had the story explained. There was also discussion about the use of the International Visitors Levy for funding Conservation and Cultural projects. Following this visit, the Board visited the South Side carpark and Moraine Track loop at Fox Glacier and had the issues with the stability of the valley floor explained. The Board also saw the work done by the Fox Glacier Guides as part of a Jobs for Nature project.

At Franz Josef the significance of the Waiho River stop bank was explained and its importance in ensuring the safety and longevity of the township. The Board was briefed on the Waiho river dynamics, which are essential for preserving access to the Glacier valley and the preservation of the integrity of State Highway 6.

The Board had the opportunity to visit the White Heron Sanctuary and was informed about the significance of tourism in the immediate area as well as the conservation programmes to protect the birds.



*Board Members at Te Kopikopiko o te Waka  
Photographer: A Alspach*

### Arthur's Pass National Park and Lake Brunner

The first meeting in 2024 was held at the Hotel Lake Brunner jointly with the Canterbury Aoraki Conservation Board; representatives from the Nelson Marlborough Conservation Board and the Authority were in attendance. The two Boards met at Greyneys Shelter Campsite, near Arthur's Pass village, and were introduced to the weed issues in the region and weed control programmes, particularly along rail corridors. Department staff briefed the Boards about the future plans for the currently empty Arthur's Pass Visitors Centre, which is considered unsafe in the event of an earthquake. The Visitor Centre is currently working out of converted containers. The issues with Kea were discussed and the difficulties of social impact of kea interactions with people. Kea-proof rubbish bins were being introduced to attempt to reduce Kea scavenging.

At Death's Corner, Department operations staff from Hokitika briefed the Boards about management of weeds, goats and thar. A brief stop and walk at the Cockayne Nature Walk provided discussion relating to the feasibility and complexity of maintaining small but popular tracks for public access.

Later in the afternoon the Boards were briefed on the Mt Te Kinga Predator free programme by Greymouth DOC and West Coast Regional Council staff. This provided insights into creating predator free zones and deployment of new trapping technologies. Katie Milne, a Board member and local farmer, gave a presentation on the development and use of farm plans in the immediate area as a means of primarily protecting the water quality of Lake Brunner, but also enhancing conservation values on farms.



*Board Members from West Coast Tai Poutini, Canterbury Aoraki and Nelson Marlborough Conservation Boards at Lake Brunner.*

*Photographer: M Grandiek*

### Ōkārīto and Franz Josef

In April, the Board met at Te Tauraka Waka a Māui marae in Bruce Bay, South Westland. On the way to the marae, we stopped at Ōkārīto and received updates on the Ōkārīto GorseBusters project and its strategies. A visit to the Ōkārīto Plant Nursery provided insights into the revegetation outcomes currently aimed for in conjunction with farms and local communities. The Board was hosted by the Ōkārīto Community Association, which

provided the opportunity to discuss local issues such as tourism management, flooding and climate resilience in the township.

Following a lunch stop at the Franz Josef Township, a full briefing on the flooding issues and potential impacts on the Township if the Waiho river breached the Northern stop banks was provided by the West Coast Regional Council. An on-site visit to the stop banks with the engineers provided a good perspective of the risks being faced by the township should the river change course and flood. The Board eventually arrived at Te Tauraka Waka a Māuri marae and were welcomed by mana whenua Ngāti Māhaki.



*Board Members receiving a briefing from West Coast Regional Council staff at the Waiho River.  
Photographer: A Alspach*

### 6.3. Member’s attendance

The table below summarises the number of Board meetings attended by members out of the total number of meetings held during the year. Members attended other meetings and events, including subcommittee meetings, representative and liaison roles.

*Table IV: Board member attendance*

Board Member	Board Meetings	Field Trips	Workshops
Veronica Baldwin -Smith	4/5	0/4	3/5
Ashley Cassin	5/5	0/4	4/5
Danual Cattermoul	4/5	2/4	4/5
Mike Legge	5/5	3/4	5/5
Katie Milne	5/5	4/4	4/5
Diana Rossiter	1/5	0/4	1/5
Lisa Steenhauer	5/5	4/4	5/5
Ariana Stevens	0/2	0/2	0/2
John Taylor	5/5	4/4	5/5
Barry Wards	5/5	4/4	4/5
Robert Wilson	4/5	4/4	4/5

## 6.4. Community and DOC involvement in Board meetings

The Board welcomed presentations from members of the public and Department staff at the meetings. During 2023-2024 presentations included:

- Denniston Master Plan
- Dolomite Point Redevelopment Project update
- Paparoa National Park Management Plan monitoring report
- Freshwater work programme
- Himalayan Thar Control Plan 1993 and Annual Operational Plan update 2022-23
- West Coast Glaciers – Dr Brian Anderson
- Cyclone Dovi repair work updates
- Regenerative Tourism principles
- Predator Free South Westland – Duncan Kay
- Bathurst Project update
- South Westland Fisheries update – Robert Wilson

## 7) Board Committees and Representation

It was agreed that the Chair would represent the Board on current and ongoing committees.

## 8) Statutory Activity

### 8.1. Annual work plan

After receiving its Letter of Expectation (see Appendix I) from the Minister of Conservation, the Board sets out its work plan for the upcoming year. Please refer to Appendix II for the full Board Annual Work Programme.

### 8.2. Conservation Management Strategy and National Park Management Plans

The Board provided advice to the Department on reporting on the implementation monitoring of the CMS and the Westland *Tai Poutini* National Park Management Plan. The Board continues to work closely with the Department on ways to improve the monitoring of the implementation of these planning documents, particularly as it progresses with the review of the CMS and considers the reporting against it.

## 9) Advice and Advocacy

### 9.1. Board work

During 2023-2024, the Board conducted the following work:

- **Consultation on permission applications:** As described in the Department's Factsheet on Concessions, the Board's role in relation to concession (including mining access arrangements) applications is advisory. The Board provided advice to the Department in reviewing the advisory process, including development of an updated list of consultation triggers.

- **Biodiversity Credit System:** The Board lodged a submission on the Ministry for the Environment (MfE) consultation document, “Exploring a Biodiversity Credit System for Aotearoa New Zealand”, supporting the establishment of such a system as another way of attracting investment to support indigenous biodiversity in Aotearoa New Zealand.
- **Nationwide CMS partial reviews for biking:** The Board participated in several workshops relating to the CMS partial reviews for biking and provided feedback on the approach being taken.
- **Fast-track Approvals Bill:** Along with other Conservation Boards, the Board lodged a submission on the Fast-track Approvals Bill raising a number of concerns, including the decision-making process, the likely removal of current protections provided by current legislation, failures to take conservation values into adequate consideration, the removal of fundamental rights to participate in democratic processes, and failure to acknowledge the statutory roles that Conservation Boards are required to have under the Conservation Act.

## 9.2. Other Conservation Boards and New Zealand Conservation Authority

The Board region’s immediate neighbours are the Nelson Marlborough, Canterbury Aoraki and Otago Conservation Boards. Liaison with neighbouring Boards is maintained principally through the exchange of minutes and agendas, but also direct contact between the Chairs.

Liaison with the Authority is especially important since the Board has important statutory roles with it. NZCA member, Metiria Stanton Turei (Ngāti Kahungunu and Te Āti Haunui-a-Pāpārangī), is the liaison with the Board and attended several Board meetings during the reporting period, providing updates on Authority business.

## 9.3. Community advocacy and involvement

The Board believes that working with Conservation organisations and members of the public is especially important on the West Coast, where the predominance of public conservation land is a fundamental and dynamic feature of local communities, the economy and people’s way of life. Meetings were held in different parts of the West Coast region and opportunities for the public to attend Board meetings were advertised. Members of the public attended the Public Forums. The Board greatly appreciates input from the public.

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 trips.

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.

#### 9.4. District and regional councils

The Board appreciates opportunities to meet with representatives of the four local authorities (Buller District Council, Grey District Council, Westland District Council, and the West Coast Regional Council) as there are several regional issues in which it is interested in.

The Chair established contact with the councils by attending Regional District meetings for Grey, Westland and Buller to both introduce himself and the Board.

#### 9.5. Iwi

Two members of the Board are nominated by Ngāi Tahu as required under the Ngāi Tahu Settlement Act 1998.

Board Chair, Mike Legge, has been meeting with Francois Tumahai (Ngāti Waewae) and Paul Madgwick (Makaawhio) to help strengthen and create new iwi partnerships. This includes discussing the purpose of the CMS and statutory framework, and improving the functioning of the partnership. The outcome will be that everyone works together effectively.

#### 9.6. Sustainability

To reduce carbon emissions and show leadership in climate change action, Board member Di Rossiter, prepared the document “The West Coast *Tai Poutini* Conservation Board Opportunities for Influence: Climate Change Mitigation”. This will help with evaluating climate change impacts in the CMS review.



*White Heron Colony*

*Photographer: White Heron Sanctuary Tours – Whataroa*

# Appendix I – Minister of Conservation Letter of Expectation

## Hon Willow-Jean Prime

MP for Northland  
Minister of Conservation  
Minister for Youth  
Associate Minister for Arts, Culture and Heritage  
Associate Minister of Health



1 May 2023

Ref: 23-B-0143

Mike Legge  
Chairperson  
West Coast Tai Poutini Conservation Board  
[REDACTED]  
[westcoastboard@doc.govt.nz](mailto:westcoastboard@doc.govt.nz)

Tēnā koe Mr Legge

### Annual Letter of Expectations for 2023-24 – West Coast Tai Poutini Conservation Board

I would like to thank you and your board members for your ongoing efforts to serve the West Coast Tai Poutini community and for continuing to be local conservation leaders.

The purpose of this letter is to confirm my expectations for your board. These expectations should inform the development of your board's planning process for the year. This letter also sets out a framework for successfully working with the Department of Conservation (the Department).

The basis for my expectations originates in the statutory functions set out in section 6M of the Conservation Act 1987 (the Act), section 30 of the National Parks Act 1980, and the Reserves Act 1977. As reflected in these statutes, the focus of conservation boards is policy issues, strategic direction, and planning, not the day-to-day operations of the Department.

### Government and ministerial priorities

For the 2023-24 year, my priorities for conservation boards are to:

- Support the implementation of Te Mana o te Taiao – the Aotearoa New Zealand Biodiversity Strategy
- Embed the principles of the Treaty of Waitangi in accordance with the obligations of section 4 of the Act in all aspects of work
- Support the transition to a lower-carbon conservation delivery model, having regard to the Climate Change Response (Zero Carbon) Amendment Act 2019.

### Board-specific priorities

For the 2023-24 year, my priorities for the West Coast Tai Poutini Conservation Board are to:

- Support and maintain the co-governance and co-design of the West Coast Te Tai o Poutini Conservation Management Strategy (CMS) review project and process with the Poutini Ngai Tahu Papatipu Rūnanga of Tai Poutini West Coast

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+64 4 817 8788 | [wj.prime@ministers.govt.nz](mailto:wj.prime@ministers.govt.nz) | [beehive.govt.nz](http://beehive.govt.nz)

- Maintain the close trusted relationships with the Poutini Ngai Tahu Papatipu Rūnanga of Tai Poutini West Coast, being Te Rūnanga o Ngāti Waewae and Te Rūnanga o Makaawhio, and the West Coast community leadership (Mayors and Chairs)
- Continue to increase Board engagement and networking with the community, in particular to understand and reflect their interests in the work of the Board
- Build capability within the Board, maintaining the focus of its work primarily at a governance, strategic, and advisory level
- Build on the positive team culture and approach across the Board table
- Monitor the implementation and delivery of the West Coast components of the Himalayan Thar Control Plan and review the annual Tahr Control Operational Plan
- Monitor by receiving reports on the milestones within the West Coast National Park management plans and the CMS
- Engage in monitoring the performance and delivery of the Department's National Predator Control programme and the Predator Free South Westland project.

I expect these priorities to be reflected in your 2023-24 Strategic Annual Work Plan and that you will work with the Department on its priorities, and look forward to seeing the outcomes in your annual report.

I have been informed by my officials that your priorities for the 2023-24 year include:

- Further progressing and cementing the board/iwi partnership and relations across Te Tai Poutini West Coast and increasing the Board's understanding of how they perform their functions under section 4 of the Act
- Progressing to a full review of the Te Tai Poutini West Coast Conservation Management Strategy
- Progressing the review of the Westland Tai Poutini National Park Management Plan
- Working in partnership with the Nelson Marlborough Conservation Board to progress the full review of the Kahurangi National Park Management Plan.

### **Resources**

The Department services conservation boards in accordance with section 6V of the Act. This includes providing resources developed by the Department to help boards achieve the highest standards of conservation leadership. These are published and updated as appropriate at [www.conservationboards.org.nz](http://www.conservationboards.org.nz).

### **Your community**

As board members, you represent the public interest in conservation. It is integral that you are active and visible in your communities, so that you bring a well-informed community voice to the table. New Zealand communities are becoming increasingly engaged with conservation and are increasingly aware of the importance of preserving and protecting our natural environment. I expect your board to continue to encourage, nurture and facilitate this interest.

### **Working with the Department of Conservation**

The Department is focused on the delivery of quality conservation work, which aligns with the conservation leadership role you play within your local communities. I expect you to work collaboratively with the Operations Director and Statutory Manager to maintain a strong working relationship with the Department. This relationship is important in providing advice to the Department on conservation matters within your area. I expect you to report on what is working well for you, and areas that require improvement.

### **Working with other conservation boards and the NZCA**

Conservation is a nationwide challenge, and work on conservation matters, management strategies and plans frequently requires working across boundaries with other conservation boards. I encourage you to continue to develop effective ways of working together with other conservation boards to establish a consistent and efficient approach and avoid a duplication of efforts. The New Zealand Conservation Authority (NZCA) is a source of support for conservation boards to draw upon in relation to the national and policy context for conservation issues.

### **No surprises**

I expect to be informed well in advance of any material or significant events relating to the board, whether positive or negative. Examples of matters that could fall within the 'no surprises' policy could include, but are not limited to, imminent media coverage of any activities that could attract critical media comment, or any matters on which I could be asked to express a view.

### **Understanding conservation boards' legal obligations**

I expect that all conservation board members fully understand their legal obligations under conservation law, including the hierarchy of priorities that should be taken into account when making decisions. Conservation boards' legal obligations are covered in section 5 of the Conservation Board Manual.<sup>1</sup>

### **Planning**

I expect you, with the Operations Director, will be finalising your work plan in the near future. Your work plan should align with your statutory obligations under the Act, the National Parks Act 1980, and the Reserves Act 1977. I expect that your finalised work plan would include measures and milestones, demonstration of what success will look like for each priority, and how your board will be able to support the Department's priorities.

I appreciate the effort and commitment of your board to conservation in your community and wish you a successful year.

Nāku noa nā



Hon Willow-Jean Prime  
**Minister of Conservation**

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<sup>1</sup> <https://www.doc.govt.nz/about-us/statutory-and-advisory-bodies/conservation-boards/conservation-board-manual/conservation-board-statutory-functions-and-powers/>



# West Coast *Tai Poutini* Conservation Board Work Plan 2023-2024

The Work Plan has been developed in response to the Minister of Conservation Letter of Expectation dated May 2023. This plan and progress will be reported on at each Board meeting using the Red Amber Green (RAG) traffic light system and with a description of progress and achievements.

### **Context**

The board's workplan aligns with the priorities and expectations from the Minister of Conservation and the Boards Statutory Functions as set out in Section 6M. These have guided the detail of the work plan, as well as the measures and milestones that were chosen to report on the Board's performance.

### **Government and Minister of Conservation's (MOC) priorities as set out in the 2023 Letter of Expectation (LOE):**

*For the 2023-24 year, the Minister's priorities for conservation boards are to:*

- *Support the implementation of Te Mana o Te Taiao - The Aotearoa New Zealand Biodiversity Strategy*
- *Embed the principles of the Treaty of Waitangi in accordance with the obligations of section 4 of the Act in all aspects of work*
- *Support the transition to a lower-carbon conservation delivery model, having regard to the Climate Change Response (Zero Carbon) Amendment Act 2019.*

### **Board specific priorities**

*For the 2023-24 the Minister's priorities for West Coast Tai Poutini Conservation Board are to:*

- *Support and maintain the co-governance and co-design of the West Coast Te Tai Poutini Conservation Management Strategy (CMS) review project and process with Poutini*
- *Maintain the close trusted relationships with the Poutini Ngai Tahu Papatipu Runganga of Tai Poutini West Coast, being Te Runanga Ngati Waewae and Te Runanga o Makaawhio, and the West Coast community leadership (Mayors and Chairs)*
- *Continue to increase Board engagement and networking with the community, in particular to understand and reflect their interests and work of the board.*
- *Build capability within the board maintaining the focus of its work primarily at a governance, strategic and advisory level.*
- *Build on the positive team culture and approach across the board table.*
- *Monitor the implementation and delivery of the West Coast components of the Himalayan Thar Control Plan and review the annual Thar Control Operational Plan.*

- Monitor by receiving reports on the milestones within the West Coast National Park Management Plans and the West Coast CMS.
- Engage in monitoring the performance and delivery of the Department’s National Predator Control programme and the Predator Free South Westland project.

The Minister has been informed by her officials that your priorities for the 2023-24 year include:

- Further progressing and cementing the board/iwi partnership and relations across Tai Poutini West Coast and increasing the board’s understanding of how they perform their functions under section 4 of the Act.
- Progress a full review of the Te Tai Poutini West Coast Conservation Management Strategy
- Progress the review of the Westland Tai Poutini National Park Management Plan.
- Working in partnership with the Nelson Marlborough Conservation Board to progress the full review of the Kahurangi National Park Management Plan.

**General expectations in the Minister’s Letter:**

- Our community – be active and visible in your communities, so that you bring a well-informed community voice to the board table. To continue to encourage, nurture and facilitate the public’s interest in conservation and the importance of preserving and protecting our natural environment.
- Working with the Department of Conservation – to work collaboratively with the Operations Manager to maintain a strong working relationship with the Department. This relationship is important in providing advice to the Department on conservation matters within your area. The expectation is that you report on what is working for the board, and areas that require improvement.
- Work with adjoining conservation boards, the New Zealand Conservation Authority (NZCA) and other conservation boards. Continue to develop effective ways of working together with other conservation boards to establish a consistent and efficient approach and avoid a duplication of efforts. The NZCA is a source of support for boards to draw upon in relation to national and policy context for conservation issues.
- No surprises – inform the Minister well in advance of any material or significant events relating to the Board, whether positive or negative, including but not limited to, imminent media coverage of any activities that could attract media comment, or any matters on which the Minister could be asked to express a view.
- Understanding conservation board’s legal obligations – fully understand your legal obligations under conservation law, including the hierarchy of priorities that should be taken into account when making decisions. Conservation board’s legal obligations are covered in section 5 of the Conservation Board manual [Section 5. Conservation Board statutory functions and powers: Conservation Board Manual \(doc.govt.nz\)](#) .

The work plan should consider statutory obligations, measures and milestones to demonstrate what success will look like for each priority and how the Board will be able to support the Department’s priorities. Work with your Operations Director and other key staff to establish these performance indicators and monitor and measure progress.

**Measures and review** Monitoring method for this work plan

Status Indicator	Indicates
	<ul style="list-style-type: none"> <li>• Good progress being made and on track for completion and on time</li> </ul>
	<ul style="list-style-type: none"> <li>• Requires board attention</li> </ul>
	<ul style="list-style-type: none"> <li>• No progress yet requires board attention</li> </ul>

Work Stream	Description	Lead	The Work	Progress June 2024	Status
<b>Review of Statutory Plans</b>					
Te Tai Poutini West Coast Conservation Management Strategy (CMS) Review	Progress a full review of the CMS	Chair Mike Legge Full Board	<ol style="list-style-type: none"> <li>1. Implement a co-governance, co-design and co-writing model with Poutini Papatipu Rūnanga.</li> <li>2. Work closely with the DOC planning team to ensure timely progress.</li> <li>3. Request ongoing input from affected adjacent boards as the review progresses.</li> </ol>	<ol style="list-style-type: none"> <li>1. Governance Group established and were meeting regularly until a March 2023 pause on this work while Poutini Ngai Tahu Chairs work through a number of matters of mutual interest to them with Ministers and Government.</li> <li>2. All adjoining boards have been contacted both in person and by letter seeking their support for the CMS review. All have responded positively.</li> <li>3. Poutini Ngāi Tahu have indicated they are ready to reengage. An update will be given at the July meeting.</li> </ol>	
Westland Tai Poutini National Park Review	A review of the park plan started in 2016 but was halted in 2019.	Chair Mike Legge Full Board	<ol style="list-style-type: none"> <li>1. To be discussed once CMS Review is well underway.</li> <li>2. This will need Te Runanga o Makaawhio and DOC support to resource concurrently with the CMS review.</li> </ol>	<ol style="list-style-type: none"> <li>1. Currently on hold and will only be able to progress once the CMS is reviewed.</li> </ol>	
Kahurangi National Park Management Plan	Progress a full review of the plan in partnership with the Nelson Marlborough Conservation Board and Te Rūnanga o Ngāti Waewae	Chair Mike Legge Full Board	<ol style="list-style-type: none"> <li>1. Continue to engage with the Nelson Marlborough board regarding a timeline for progressing a review.</li> <li>2. Continue discussions with Te Rūnanga o Ngāti Waewae and keep them updated on this matter of mutual interest.</li> </ol>	<ol style="list-style-type: none"> <li>1. Discussions held with Nelson Marlborough Conservation Board at joint board meeting in Karamea in October 2022.</li> <li>2. Context and need well understood by both boards. This is a resourcing, timing and sequencing matter for DOC.</li> <li>3. Ongoing discussions with Te Runanga o Ngāti Waewae on this matter.</li> </ol>	

Work Stream	Description	Lead	The Work	Progress June 2024	Status
				<ul style="list-style-type: none"> <li>4. Minister of Conservation was briefed on this during her visit in October 2022 by Francois Tumahai and Mark Davies.</li> <li>5. The concerns and expectations of Ngāti Waewae and the Board are well understood.</li> </ul>	
Te Tai Poutini West Coast Stewardship Land Review process and engagement with Independent Panel	Board work with the Independent Panel through the hearing process.	Chair Mike Legge  Full Board	<ul style="list-style-type: none"> <li>1. Engage with both the Independent Panel and the Mana Whenua Panel during the hearing process.</li> <li>2. The board review final West Coast recommendations from the panels to the minister.</li> <li>3. Board to perform its statutory responsibilities under Sec 6 1D (i) and (ii)</li> </ul>	<ul style="list-style-type: none"> <li>1. Board Chair attended all the hearings on behalf of the board.</li> </ul> <p>Currently on hold.</p>	
Te Mana o Te Taiao The Aotearoa New Zealand Biodiversity Strategy	Support the implementation of the Biodiversity Strategy across Te Tai Poutini West Coast	Full Board	<ul style="list-style-type: none"> <li>1. Board to be briefed by the department on this and the alignment work being done within the West Coast Region</li> <li>2. Receive regular board briefings on DOC predator control program and predator free South Westland progress.</li> </ul>	<ul style="list-style-type: none"> <li>1. The West Coast CMS review is the opportunity and the right place for this strategy to be brought to life across the West Coast and to be embedded.</li> </ul>	

Work Stream	Description	Lead	The Work	Progress June 2024	Status
Thar plan	Monitor the implementation and delivery of the Himalayan Thar control plan	Rob Wilson	<ol style="list-style-type: none"> <li>1. Receive regular board briefings the progress of the Himalayan Thar control program including reviewing the annual report.</li> <li>2. Rob Wilson to represent the board on the Thar Plan Implementation Liaison Group.</li> </ol>	<ol style="list-style-type: none"> <li>1. Operational plan report update given by Tom Brookman Sept 2023.</li> <li>2. An update from Rob Wilson will be provided at the April Board meeting after he attends a meeting of the Tahr Plan Implementation liaison group meeting on 6 March.</li> </ol>	
<b>Other Board work and reporting</b>					
Board culture and capability	Build capability and a positive team culture	Full Board	<ol style="list-style-type: none"> <li>1. Co-op additional board members as required.</li> <li>2. Undertake training/coaching workshops to upskill board members.</li> </ol>	<ol style="list-style-type: none"> <li>1. Co-op of members currently not required.</li> <li>2. Under development</li> <li>3. Recent discussions around work load distribution and Boards skills/knowledge/capabilities.</li> </ol>	
Climate change	Support the transition to a low carbon conservation delivery model	Lisa Steenhauer & Katie Milne Full Board	<ol style="list-style-type: none"> <li>1. Enact the Department's climate change adaptation and resilience plan where possible.</li> <li>2. Adopt the climate change plan developed by the board.</li> </ol>	<ol style="list-style-type: none"> <li>1. West Coast CMS review is the right opportunity to deliver on this.</li> <li>2. Completed during 2022. This is now an input into the CMS review.</li> </ol>	
Tai Poutini West Coast Conservation Management Strategy (CMS) 2010 to 2020	Monitoring of Place based implementation including milestones and outcomes when possible	Full Board	<ol style="list-style-type: none"> <li>1. Board to receive two Place based CMS monitoring reports per year</li> <li>2. Scott Freeman to schedule with Operations Managers</li> <li>3. Board to receive of annual briefing on monitoring on the regional program completed</li> </ol>	<ol style="list-style-type: none"> <li>1. Poutini Ngāi Tahu are ready to reengage, there will be an update at the July meeting.</li> </ol>	

Work Stream	Description	Lead	The Work	Progress June 2024	Status
Westland Tai Poutini National Park Plan 2001 to 2011 Amended 2008 Amended 2014	Monitoring of implementation including milestones and outcomes when possible	Full Board	1. Board to receive an annual monitoring report on the plan annually	1. A draft monitoring report was tabled at the November 2023 board meeting. 2. Board members to come back to DOC with their feedback. 3. Board subcommittee established (April 2024) to review reporting system.	
Permissions	Respond to requests for board comment and maintain watch on fortnightly permissions reports	Lisa Steenhauer Mike Legge	1. Lisa & Mike to be sent relevant applications and reports	1. Ongoing and waiting to hear when this might be active again. 2. Advice provided in March 2024 on Waita bach licence renewal.	
Paparoa National Park Management Plan 2017	Monitoring of implementation including milestones and outcomes when possible	Full Board	1. Board to receive a monitoring report on the plan annually	1. An update on the Paparoa Track Great Walk – Visitor Use Review: Monitoring and Evaluation Report was tabled at the August 2023 board meetings and the full 2019 report, updated 2021, was presented at the September meeting.	
<b>Relationships</b>					
Poutini Ngai Tahu Papatipu Rūnanga	Embed section 4 understanding and Treaty Principles across all board members  Develop and maintain a close effective working relationship with Poutini Ngai Tahu and Papatipu Rūnanga	Chair Mike Legge  Full Board	1. Agree with Poutini Rūnanga how section 4 understanding will be approached with the board and board members 2. Reflect partnering approach to CMS development in jointly agreed Terms of Reference. 3. New Board members induction to be led by Ngai Tahu Board Statutory members.	1. TOR agreed to and finalised. 2. Board meeting held at Te Tauraka Waka a Māui marae (Bruce Bay) in April 2024. 3. Poutini Ngāi Tahu are ready to reengage with the partnership agreement for CMS review project. Feedback will be provided to the Board.	

Work Stream	Description	Lead	The Work	Progress June 2024	Status
			4. Hold at least one board meeting on each of the Poutini Papatipu Rūnanga marae during the year.		
West Coast Communities	Build on relationships with West Coast communities, three District Councils, Regional Councils and Community Boards Mayors and Chairs forum	Full board	<ol style="list-style-type: none"> <li>1. Board Chair to attend one Mayors and Chairs forum meeting each year</li> <li>2. Board Chair and Board members to attend at least one District and Regional Council meeting each year</li> <li>3. Hold meetings throughout the West Coast to promote the board's activities and allow public input.</li> </ol>	<ol style="list-style-type: none"> <li>1. Board Chair attended Mayors and Chairs forum supported by the Regional Director during 2023 and will continue into 2024.</li> <li>2. Round of face-to-face relationship meetings for 2023-24.</li> <li>3. Board Chair supported by Regional Director attended Grey, Buller and Westland District Council meetings during 2023 and will continue into 2024.</li> <li>4. 2023 meeting programme included Westport, Hokitika, Blackball, Fox and Franz Josef.</li> <li>5. 2024 meeting programme to include Lake Brunner, Bruce Bay, Dolomite Point, and Murchison.</li> <li>6. Board chair scheduled to meet with Buller, Grey and Westland District Councils and West Coast Regional Council with Regional Director and District Operations Managers during 2024.</li> </ol>	
New Zealand Conservation Authority (NZCA)	Maintain good working relationship and	Full board	<ol style="list-style-type: none"> <li>1. NZCA Liaison member to attend as many Board</li> </ol>	<ol style="list-style-type: none"> <li>1. Board Chair will attend NZCA Chairs annual conference August 2024.</li> </ol>	

Work Stream	Description	Lead	The Work	Progress June 2024	Status
	communications with NZCA		<p>meetings during the year as possible.</p> <ol style="list-style-type: none"> <li>Annual Report to be completed and sent to NZCA on time and to standard</li> </ol>	<ol style="list-style-type: none"> <li>NZCA liaison member assigned to the West Coast Board is Metiria Stanton Turei. Metiria regularly attends our meetings.</li> <li>Board Chair in regular communication with NZCA Chair.</li> </ol>	
<p>Adjoining Conservation Boards</p> <ul style="list-style-type: none"> <li>Nelson Marlborough</li> <li>Aoraki Canterbury</li> <li>Otago</li> <li>Southland</li> </ul>	Maintain good working relationship and communications on cross board matters of interest.	Chair Mike Legge	<ol style="list-style-type: none"> <li>Plan for joint board meetings in shared places</li> <li>Kahurangi National Park (Karamea)</li> <li>Lewis Pass National Reserve and Arthurs Pass National Park</li> <li>Mt Aspiring National Park</li> </ol>	<ol style="list-style-type: none"> <li>Joint Nelson Marlborough and West Coast Tai Poutini Conservation Board meeting Karamea October 2022</li> <li>Board Chair has attended meeting with Nelson Marlborough board meetings at Kaikoura in April 2023 and Aoraki Canterbury and Otago in early 2023.</li> <li>Chair regularly attends other South Island CB meetings via Teams.</li> <li>The South Island Chairs have regular Teams meetings.</li> <li>February 2024 joint meeting and field trip with the CACB. Liaisons and Co-Chair from NMCB attended.</li> <li>A joint meeting with the NMCB is planned for Sept 2024 in Murchison.</li> <li>We have active liaisons from CACB and NMCB.</li> </ol>	
Minister of Conservation (MOC)	Maintain good working relationship and communications in regard to MOC Letter of Expectations (LOE) and matters of interest.	Chair Mike Legge	<ol style="list-style-type: none"> <li>Board's Annual Work Plan to meet the MOC LOE sent May 2023.</li> <li>Board invitation to Minister to visit West Coast</li> </ol>	<ol style="list-style-type: none"> <li>Chair formally invited Minister Potaka to visit the West Coast (Dec 2023). Invitation has been acknowledged, but no date as yet.</li> </ol>	

Work Stream	Description	Lead	The Work	Progress June 2024	Status
	Ensure no surprises				