

Wellington Regional Biodiversity Framework and Collaborative Working Group

The purpose of this document is to describe the background and context for the Wellington Regional Biodiversity Framework (WRBF) project and set out the Terms of Reference for the Collaborative Working Group (CWG) that will carry out the project.

Project background and context

Greater Wellington Regional Council (GW) recognises its responsibility to bring together interested and active parties within the region to better coordinate our efforts and achieve measurable gains for biodiversity conservation.

A series of workshops and meetings were held with interested parties in the region in the second half of 2018 to identify barriers to and benefits of bringing groups together to develop a Framework for our region's biodiversity – the WRBF.

The workshop participants collectively endorsed GW's proposal to set up a Collaborative Working Group (CWG) to develop and deliver a draft WRBF. The WRBF would be a partnership between GW, mana whenua, local authorities, the Department of Conservation (DOC), community groups and relevant non-government organisations (NGOs) and industry groups. GW takes this as a mandate from the majority of interested parties in the region – institutional, voluntary and private enterprise.

It was broadly agreed that GW would select and fund the CWG, which would be independently chaired.

Project scope

The intended scope of this project that the CWG is carrying out:

- The expected timeframe to produce a draft framework is around 18 months from when the collaborative working group is formed
- The WRBF will be focused on voluntary approaches to supporting biodiversity
- The WRBF will acknowledge the legal context for biodiversity management, including the developing National Policy Statement on Indigenous Biodiversity and New Zealand Biodiversity Strategy
- A mātauranga Māori worldview will shape how the framework is developed. This will be guided by an Ohu (advisory group). Refer to the 'Mana Whenua Representation and Guidance' section of the Terms of Reference for more detail



Wellington Regional Biodiversity Framework (WRBF) project

- There is already a significant amount of investment and effort in this space across the region and this WRBF will aim to focus these efforts and ensure a coordinated approach
- Groups and organisations engaged in this process will retain their autonomy

Objectives for the project

1. **Develop a vision and framework for supporting and joining up effort to enhance native biodiversity across the Wellington region (i.e. create the Wellington Regional Biodiversity Framework (WRBF))**

The framework may consist of some or all of the following components:

- Shared vision statement for the group
- Strategy – including outcomes and objectives to achieve the vision
- Plans or concepts for initiatives that will lead to concrete actions once implemented, such as:
 - Regular forums, or ongoing topic or sector-specific working groups, or other regional coordination initiatives
 - Entities, such as a trust, for raising money for biodiversity related work across the region
 - Initiatives for gathering, generating, organising or sharing information (eg, spatial, best practice, funding and others)

2. **Improve and better connect biodiversity efforts in our region across national, regional and local priorities**

This objective recognises the benefit of collective impact and working in partnership across the region. This could include the regional Long Term Plan and relevant regional and local strategies.

Project outcomes identified by the community

Workshop participants identified the following outcomes that could be achieved through the WRBF:

- **Align strategic direction with mana whenua values to improve the environmental, social, economic and cultural wellbeing of whānau, hapū and iwi**
- **Achieve better outcomes for indigenous biodiversity**
 - Ambitious and aspirational - actually addresses what needs to be done to protect values over a longer timeframe
 - Evidence-based practice to enhance biodiversity
 - Using a wide range of disciplines and evidence bases (eg, social and behavioural sciences, mātauranga Māori)



Wellington Regional Biodiversity Framework (WRBF) project

- Full recognition of the freshwater, estuarine and marine environments, as well as the land environment
- Mountains to sea (Ki uta ki tai) approach
- Restoration of the ability for mana whenua to carry out culturally important practices
- **Encourage meaningful relationships with a range of stakeholders and groups**
 - Common understanding of issues and values, where we are at, and where we are trying to get to, based on shared values
 - Empowering the involvement of primary producers (eg, landowners)
 - Political buy-in and increasing the efficiency of working with agencies
 - Transcend differences among the groups and communities that affect biodiversity
 - Alignment across work programmes and other strategic documents of key organisations
 - Improved transparency around biodiversity investment and outcomes
- **Establish an entity that enables a collective voice for biodiversity action in our region**
 - Enabling people to connect to each other and places
 - Building community – better connected and more resilient
 - Education opportunities for all ages
 - Financial support for efforts and outcomes in all settings including private land
 - A collection of stories to celebrate success and learn from mistakes and grow community momentum and buy-in
 - Creation of a brand to attract interest and support (examples from other regions include Wild for Taranaki, Cape to City Hawkes Bay)
 - Enhance the environment as people experience it, encompassing a wide range of values and experiences in the process, and considering the four ‘wellbeings’ (environmental, social, cultural and economic)
 - Recognise the independence of others while staying connected to key community networks (eg, Pukaha to Palliser Alliance, Ngā Uruora – Kāpiti Project, Predator Free Wellington)



Wellington Regional Biodiversity Framework (WRBF) project

Terms of Reference for the Collaborative Working Group

These terms of reference explain the purpose of the Collaborative Working Group (CWG) and how the members will work together to develop and deliver a Wellington Regional Biodiversity Framework, as outlined in the Scope, Objectives and Outcomes for this project.

Mana whenua representation and guidance

GW sought advice from the Ara Tahi Leadership Forum on the project. Membership of Ara Tahi comprises GW's Chair, one other councillor and up to two representatives from each of GW's mana whenua partners:

- Ātiawa ki Whakarongotai Charitable Trust
- Ngā Hapū o Ōtaki
- Ngāti Kahungunu ki Wairarapa
- Taranaki Whānui
- Rangitāne o Wairarapa Inc
- Te Rūnanga o Toa Rangatira Inc

Ara Tahi has appointed an Ohu (advisory group) for the project which has up to three members representing:

- West Coast (Ōtaki to Porirua)
- Central (Wellington, Hutt Valley)
- East Coast (Wairarapa)

Ohu members will work closely with others to achieve the objectives of the project through activities that include:

- Assisting GW's project team to identify the skills and experience required to inform the selection of the CWG members and develop these Terms of Reference
- Sitting on the CWG and provide advice directly to the interim co-chairs and permanent co-chairs (once appointed) to inform their decision-making on biodiversity matters of importance to Māori
- Assisting the CWG (once appointed) to adopt a holistic wellbeing perspective eg, social, economic, environmental and cultural wellbeings to inform their plan-making, strategies and activities, within a mātauranga Māori framework. In cases where any mātauranga is used, the intellectual property will remain with the source from where that mātauranga has come from
- Ensuring the CWG is briefed on potential information and relationship gaps to inform their analysis (this advice may lead to work being initiated and/or outsourced to fill identified gaps)
- Reporting to Ara Tahi on the progress of the project at least once a year



Wellington Regional Biodiversity Framework (WRBF) project

- Engaging with mana whenua and relevant Māori groups involved in biodiversity activities in the areas they have been allocated to on a case by case basis while maintaining a regional perspective where possible
- Having the ability to connect to wider whakapapa

Establishment and membership

GW will work in partnership with the Ohu and DOC to establish the CWG and facilitate it. This will involve funding a team to advise, coordinate and facilitate the CWG.

The CWG will be co-chaired, with one of the two co-chairs being a mana whenua representative, initially with interim co-chairs. Permanent co-chairs will be established by the fourth meeting of the CWG. The following section explains this process.

GW and DOC representatives will continue to sit on the group as members but will hand over decision-making responsibility to the group as a whole, and leadership responsibility once the permanent co-chairs are appointed.

Co-chairs

The interim mana whenua co-chair will be appointed by the Ohu. The permanent mana whenua co-chair will be appointed by the Ohu and Māori members of CWG by the fourth meeting. The permanent mana whenua co-chair may be selected from members of the Ohu, the CWG or an independent representative.

The other interim co-chair has been appointed by GW, the Ohu and DOC. A permanent co-chair will be appointed from within the membership of the CWG by all the members by the fourth meeting.

Attributes of the group

The group will comprise a manageable number of people (10-15) to ensure efficient decision-making. Final numbers will be determined based on the range of diverse perspectives and knowledge.

Group members will need to be able to consider the values and views of a wide range of groups, ages, and backgrounds, including:

- Mana whenua and mātāwaka
- Ethnicity, gender and age
- Sector/group/organisation affiliations
- Geographic area of interest
- Ecological area of interest
- Conservation science, practice and policy (including non-government organisations)
- Community conservation
- Government (including central and local)



Wellington Regional Biodiversity Framework (WRBF) project

- Primary production
- Private landowners
- Urban environment and infrastructure
- Outdoor recreation
- Business community (including tourism)
- Environmental education

The CWG will canvas the views not directly represented on the CWG by engaging with a wider network of interested groups, organisations and individuals (see ‘Engagement approach’ section below), throughout the development of the framework.

Attributes of members

Each member will need to have the following attributes:

- An active interest in seeing healthy biodiversity supported in the Wellington region
- An understanding of, and be open to, the principles of the Treaty of Waitangi
- Experience working in a constructive and collaborative manner towards strategic goals
- Links to a significant network of relevant organisations, environmental groups, or community members
- Able to seek input from this network when necessary to contribute to the development of the project
- Awareness of local, regional, national and global influences on biodiversity
- Demonstrate understanding of the four capitals (social, economic, environmental, cultural) and their connection to biodiversity
- Some understanding and appreciation of all parts of Te Taiao/environment (ie, terrestrial, marine, freshwater and urban ecosystems)

Members are expected to attend and actively contribute at most meetings of the group.

Engagement approach

Outside of the CWG, a wider network of interested organisations and individuals will be invited to provide input to the group’s deliberations and draft outputs. Members of this network will be drawn from the 2018 workshops, subsequent people recommended to GW and people recommended by CWG members.

The CWG will follow an iterative design process – testing ideas and outputs with this network on a regular basis during the development of the draft framework.

There will also be at least one round of general public consultation. An online portal managed by GW may serve as a platform for this communication.



Wellington Regional Biodiversity Framework (WRBF) project

Deliverables and processes

The CWG will:

1. Deliver the key components of the framework within 18 months from the date the CWG is established. The completion of the framework would be expected no later than two years from the date the CWG is established.
2. Develop a meeting schedule which specifies the frequency, duration and timing of meetings, which will involve at least half a day per month. This will include locations if meeting host responsibilities are to be shared across the region.
3. Develop a work programme which identifies deliverables, timeframes, details time for travel, preparation and specific tasks that may be required.
4. Develop protocols, by the second meeting, on how the CWG will work together. This includes determining what will constitute a quorum for meetings.
5. Group activities and progress will be reported (either in written or verbal form) at each meeting.
6. In cases where written material is presented to the group this will be circulated to members prior to meetings in accordance with the group's agreed meeting protocols.

Decision making

The framework will be developed in partnership with mana whenua partners. The CWG will test a consensus-based decision-making process within this partnership.

This means the group's considerations and decisions from the outset will include mana whenua values at its foundation. Within a consensus-based model there will be room for members to 'agree to disagree' if this is seen as being in the interests of achieving the objectives of the group. This would be recorded or acknowledged, as appropriate.

The group will need to determine whether and how to achieve buy-in from organisations who may need to endorse the group's final outputs.

Sharing of information and resources

All information and resources relating to CWG activities will be circulated by GW supporting officers, co-chairs or group members, as appropriate. The CWG will work under the assumption that all information that is shared between group members is confidential to members unless indicated otherwise. A shared online workspace may be created to facilitate this. It is envisaged that regular and comprehensive information and announcements will be publicly shared through appropriate channels as agreed by the CWG.

Costs and funding

GW will fund the operational costs of meetings such as venue hire, equipment hire and catering. GW will also provide administrative, technical and advisory support for meetings



Wellington Regional Biodiversity Framework (WRBF) project

and CWG activities. This funding and support will be for the entire two year period of the CWG.

The group members will be reimbursed for their attendance and travel, and extra work (if required) outside of meeting times, if they are not attending in a salaried capacity.

Ohu members will be funded for their involvement via GW's funding agreement with Ara Tahi.

Review

These terms of reference, including the decision-making framework, will be reviewed and updated as required by the group. However, any updates require agreement from the co-chairs, Ohu, GW and DOC.



Wellington Regional Biodiversity Framework (WRBF) project

Glossary

Term	Meaning
Ohu	Advisory group
Mātauranga Māori	Māori knowledge - the body of knowledge originating from Māori ancestors, including the Māori world view and perspectives, Māori creativity and cultural practices.
Mana whenua partners	GWRC's iwi partners
Māori members [of the CWG]	Any mana whenua or mātāwaka members
Mātāwaka	Non-mana whenua groups