

Hawke's Bay Biodiversity Trust Board Meeting Minutes
Havelock North Function Centre, Te Mata Road, Havelock North
16 February 2021, 10.00am – 1.00pm

Attendees: Charles Daugherty (Chair), Des Ratima (Deputy Chair), James Palmer, James Buwalda, Mike Halliday, Mark Erickson, Debbie Monahan (GM) and Sarah Reddish (AM).

Apologies : Kay Griffiths and Natalie de Burgh

Minutes: Sarah Reddish, Administration Manager (AM)

Meeting commenced at 10.05am

Minutes

1. Welcome/Karakia/Notices

The Chair welcomed the Board and Des shared a karakia.

2. Board Only Time

3. Board Register of Interests

The Board Register of Interests was circulated for review, with no amendments.

4. Minutes of 20 October 2020 meeting

The minutes of the previous Trust Board meeting held on 20 October 2020 were confirmed by the Board as a true and accurate record of the meeting.

Moved – Des Ratima

Seconded – Mike Halliday

5. Minutes Action List

An update was given on each item on the action list.

6. Board Paper – SSG update and next steps

The Board discussed the proposed changes to the Incorporated Society Constitution and Rules, with particular focus on Maori representation through the development of a treaty partnership framework.

Discussion was also had around the content of an SSG charter which will be drafted by the SSG and will include many of the points noted in the draft Terms of Reference for the SSG.

The Board endorsed the amended Incorporated Society Constitution and Rules as per agreed changes – modifying sections 5. and 8. to reflect a treaty partnership framework.

The Board agreed with the proposed Transition to SSG document, and briefly discussed a selection process for Trust Board representatives on the SSG, which will be continued between Board members outside the meeting.

Moved – Des Ratima

Seconded – Mike Halliday

7. Board Paper – Investment Policy

The Board discussed the proposed Statement of Investment Policy and Objectives in relation to risk profiles and the current investment market.

The Board agreed to adopt the proposed Statement of Investment Policy and Objectives, as per the agreed updates, with the final version circulated to the Board via email for approval.

Moved – Mike Halliday **Seconded** – Mark Erickson

8. Alliance (Regional Leadership Group) Update

The Board discussed the meeting had between DOC's Partnership's Director and representatives from the Board earlier in the week around the progress and direction of the Jobs for Nature Alliance in Hawke's Bay.

The Board agreed to proceed with discussions with DOC's Partnership's Director.

9. Organisation position on policy and environment submissions

The Board agreed to the need to have a process for making organisational submissions and agreed that draft principles be written, in line with the organisation's key messages, to form part of the internal policies of the organisation.

A draft organisation position on submissions document will be drafted by the GM.

10. Monthly Operations Report – January 2021

The report was taken as read and an update was given on The Gap project, the two new contract roles - Communications Adviser and Biodiversity Community Adviser, followed by a discussion on brand awareness and brand exposure.

11. Work Plan – February 2021

Taken as read.

12. Health and Safety

Nothing to report.

13. Chair's Report

The Chair updated the Board on engagements over the past couple of months and future events and work planned.

14. Guardian's Update

The Biodiversity Guardians of Hawke's Bay Management Committee have focused on the SSG changes over the last couple of months and as a committee, are happy with the proposed changes to the Incorporated Society rules and constitution and the proposed way forward.

The Management Committee are currently working on an event out at Little Bush on 14 March 2021

15. Any other business

Nil

16. Meeting Evaluation

Good constructive meeting – thank you.

Meeting concluded: 12.50pm