

Memorandum of Understanding

Biodiversity Hawke's Bay – Achieving the Hawke's Bay Biodiversity Strategy Vision

Overview

This Memorandum of Understanding (MoU) sets out an agreement between Biodiversity Hawke's Bay Incorporated (the IncSoc) and the Hawke's Bay Biodiversity Trust (the Trust) working collectively and collaboratively under the Biodiversity Hawke's Bay brand.

The purpose of this MoU is to set out the general philosophies that will govern the relationship between the IncSoc and the Trust

Guiding policy and principles

We will work to achieve the objectives of the Hawke's Bay Biodiversity Strategy 2015-2050 (the Strategy) and the vision: Working together, Hawke's Bay's biodiversity is enhanced, health and functioning.

The Constitution and Rules of the IncSoc and the Trust Deed of the Trust form the basis of the roles and expectations on each party.

Roles and expectations of each party in relation to this MoU

Joint

Biodiversity Hawke's Bay is committed to establishing a true ongoing partnership with Māori. As part of this, both the IncSoc and the Trust will work to develop a balanced governance membership of Māori and non-Māori.

Both parties are committed to achieving the objectives of the Hawke's Bay Biodiversity Strategy 2015-2050.

IncSoc

- Guard the Vision of the Strategy, and work to achieve the objectives of the Strategy
- Ensure the Strategy remains relevant and current by reviewing regularly
- Represent the public interest in biodiversity in Hawke's Bay
- Promote and facilitate Hawke's Bay biodiversity events, to support public engagement with and participation in achieving the objectives of the Strategy
- Grow the biodiversity community in Hawke's Bay by bringing together the organisations and community-based groups that have an interest in, or statutory responsibility for, biodiversity in Hawke's Bay
- Operate on the principle of partnership to create and coordinate external partnerships to achieve the Trust's purposes and functions. This includes developing active partnerships with relevant bodies to grow our public presence and attract financial support
- Work in partnership with, and provide input to the Trust, including providing timely advice on relevant matters and providing support to Trust initiatives as appropriate, including fundraising
- Promote, establish, maintain, and grow a community of grants for the biodiversity fund, to support both biodiversity enhancement and growth of the conservation community. The joint Projects Committee consisting of IncSoc, and Trust members will be responsible for the appropriate allocation of funding to eligible projects
- Allocate appropriate contractor resource to support the ongoing work of the Trust, including administration, financial, reporting and communications support
- Provide secretariat support around AGM and Trust Board meetings including annual report, financial accounts, and audit

- Selection of two Strategy Stewardship Group (SSG) members to the Trust – taking into account the skills matrix of the Trust and current needs
- Conduct any other function to achieve or advance the purposes and functions listed above

Trust

- Promote, establish, and grow a long-term endowment fund, and use the earnings from the endowment to (1) grow the fund and (2) support achievement of the goals of the Hawke’s Bay Biodiversity Strategy
- Support the growth of the Hawke’s Bay conservation community
- Promote and support the IncSoc, and work in partnership to achieve the objectives of the Strategy
- Where appropriate, serve as a “Biodiversity Bank”, to hold and administer funds for external organisations to benefit conservation in Hawke’s Bay and advance the purposes of the Trust, including project funding.
- Provide two Trustees as members of the joint IncSoc/Trust Projects Committee
- Undertake any other function that the Trust considers valuable for advancing the Trust’s purposes
- Make reasonable requests on the contractors to support the work of the Trust

Engagement

The founding documents of both the IncSoc and the Trust, arising from the Strategy, make clear that each requires the other for success. As the basis for a constructive and mutually supportive relationship, the two parties commit to the following:

- Each entity, through their governance groups, acknowledges the role of the other as an essential partner in working to achieve the vision and objectives of the Hawke’s Bay Biodiversity Strategy.
- Each accepts their responsibilities as defined in their founding documents in supporting the other to achieve their working goals.
- Each accepts the need for open and honest communication that leads to shared understandings in finding pathways to achieving our goals.
- Each understands that their actions may pose risks for the other body, and that managing these risks requires clear communications to help identify risks and mitigate them.
- The chairs of each entity accept their responsibility to engage with each other both for information sharing purposes and to resolve any apparent conflicts or issues between their entities constructively.
- To the extent possible, the outward facing posture of the two entities will operate as one structure — Biodiversity Hawke’s Bay — both to indicate our commitments to the same goals and to develop a single public presence.

Variation

Any variation to this MoU will be mutually agreed in writing and signed by the parties.

Signed for:

Hawke’s Bay Biodiversity Trust

Biodiversity Hawke’s Bay Incorporated

by:.....

by:.....

Name:

Name:

Title:

Title:

Date:

Date: