

# Wilding Conifer Group Interim Committee

## Terms of Reference

### Purpose of this document

The purpose of the Terms of Reference is so that the Wilding Conifer Group Interim Committee is clear about its functions, priorities and deliverables. The Terms of Reference will help ensure all group members are clear about the role of the group, and what is in and out of the scope.

### Life of the ToR

Effective 1 July 2018 until the Annual General Meeting of the New Zealand Wilding Conifer Management Group (NZWCMG) in October 2018.

### Purpose of the Wilding Conifer Group Interim Committee

The Wilding Conifer Group Interim Committee supports the goals of New Zealand Wilding Conifer Management Strategy (2015-2030). It represents major stakeholders and interest groups involved with wilding control in New Zealand.

### Key focus and deliverables

1. Recruitment of the 0.5 FTE Coordinator role, which includes agreeing the job description, recruitment process and the employment/contractual arrangements.
2. Research and provide options and/or recommendations as to the optimal legal structures and supporting documentation for a future Wilding Conifer Group.
3. Develop and propose a preferred option(s) for the governance arrangements of the national website - [wildingconifers.org.nz](http://wildingconifers.org.nz)
4. Develop and propose a preferred option(s) for a financial management model for the new Wilding Conifer Group.
5. Develop a first draft Three Year Plan, for discussion at the NZWCMG AGM. The draft Three Year Plan, may include consideration of the following:
  - Advocacy priorities and activities – funding, policy, regulations etc.
  - Communications plan and engagement activities
  - Research funding, gaps and priorities
  - Operations – including annual conference, member servicing, committee servicing
6. Preparation for the NZWCMG Annual Conference and Annual General Meeting, which will include
  - Oversight of the Annual Conference Agenda and Programme activities
  - Decision paper for the Wilding Conifer Group new entity which includes
    - Proposed entity model - draft ToR/Constitution/Agreement etc as appropriate
    - Process for Committee and Chair selection

- Proposed governance of the wildingconifers.org.nz
  - Proposed financial management model
  - Draft Three Year Work Plan
7. By collective agreement, the Interim Committee may decide to include other activities which fit under it's the Wilding Conifer Group draft Mission statement, which is:
- Advocate for 'the right tree in the right place' (ie. the national strategy 2015-30)
  - Help mobilise communities to take action on wilding control
  - Promote awareness and information sharing
  - Inform the prioritisation of applied and other research
  - Encourage nationally-agreed good practice in the management of wildings
  - Provide independent advice to the national programme, and other interested parties, ensuring a diversity of voices

## Conduct

**Decision Protocol:** Wherever possible, decisions should be taken by pursuing a consensus of all committee members. Where this cannot be reached, a majority is carried by 80% of voting members.

**Quorum:** A quorum is reached when more than 50% of the voting members are present.

## Wilding Conifer Group Interim Committee Members (Voting)

- Richard **Bowman**, Trusts (*and Interim Chair, non-casting vote*)
- Ket **Bradshaw**, Trusts
- Don **Carson**, NZFOA (*TBC as at 28 June 2018*)
- Steve **Chandler**, Forestry
- Craig **Davey**, Regional Councils
- Grant **Hensman**, Trusts
- Nick **Ledgard**, Trusts and Farm Forestry
- Randall **Milne**, Regional Councils
- Phil **Murray**, Trusts
- Andrew **Simpson**, Fed Farmers (*to be replaced by Jim Ward at a future date*)

*NB. Representatives from Conservation Non-Government Organisation and Iwi to be appointed*

## Wilding Conifer Group Interim Committee Members (Non-Voting)

- Keith **Briden**, DOC
- Annette **Brockhoff**, SCION
- Kevin **Gallagher**, LINZ
- Geoff **Owen**, DOC
- Thomas **Paul**, SCION
- Sherman **Smith**, MPI