



Department of
Conservation
Te Papa Atawhai

OIA 19-E-0860
DOC-6166796

20 December 2019

John Luke
fyi-request-11888-0505b769@requests.fyi.org.nz

Dear Mr Luke

Thank you for your Official Information Act request to the Department of Conservation, dated 14 December 2019, in which you have asked for information related to the minutes of the Aotea Conservation Park Advisory Committee meeting of 7 October 2019, summarised as follows:

1. *In relation to agenda item 12, the 2018-2019 annual report:*
 - a. *Has the annual report been drafted?*
 - b. *Has the annual report been sent to the Minister of Conservation?*
 - c. *If not, when will it be sent to the Minister and when will it become publicly available?*
2. *In relation to agenda item 13, the Operations Director's report concerning property maintenance:*
 - a. *What was explained at the meeting by the Department?*
 - b. *A copy of the property maintenance plan.*
3. *In relation to agenda item 14, the Operations Manager's report concerning a wetland:*
 - a. *What is the Department's response to the point made by Taryn Wilks about involving youth and community groups?*
4. *In relation to agenda item 14, the Operations Manager's report concerning boats coming to Great Barrier Island from Coromandel Harbour:*
 - a. *Has the discussion proposed by Judy Gilbert happened?*
 - b. *If it has, information about the outcome of that discussion.*
5. *In relation to agenda item 14, the Operations Manager's report concerning a biosecurity plan:*
 - a. *A copy of the biosecurity plan.*

Department of Conservation Te Papa Atawhai
Tāmaki Makaurau / Auckland Office
Private Bag 68908, Wellesley St., Auckland 1141
www.doc.govt.nz

6. *In relation to agenda item 15, the permissions report concerning a permit application from the Institute of Geological and Nuclear Sciences:*
 - a. *What is the Department's response about why a permit was required?*
 - b. *What has been clarified?*
7. *In relation to agenda item 17, the financial report:*
 - a. *A copy of the financial report that was tabled at the meeting.*
 - b. *The Department's response to the question asked by Taryn Wilks about the use of the Advisory Committee's budget to pay for advertising.*
8. *In relation to agenda item 18, dates and venues for 2019-2020 meetings:*
 - a. *What was confirmed and what are the proposed dates and venues for meetings in 2019-2020?*
9. *In relation to agenda item 8, policies concerning attendance by the public at Advisory Committee meetings:*
 - a. *How does the Advisory Committee invite members of the public to attend meetings?*
 - b. *Where can the public get information about future meeting dates and venues?*

Your request was made via the website www.fyi.org.nz.

I am also aware that you have lodged four requests with the Auckland Conservation Board, which is serviced by the Department, through the same website.

Section 12(1) of the Act provides that any person may make a request where they are:

- a) a New Zealand citizen; or
- b) a permanent resident of New Zealand; or
- c) a person who is in New Zealand; or
- d) a body corporate which is incorporated in New Zealand; or
- e) a body corporate which is incorporated outside New Zealand but which has a place of business in New Zealand.

To establish whether your request complies with section 12(1), we will require proof of your New Zealand address. An original copy of any of the following items is acceptable as proof of address:

- A recent bill from the company who supplies your gas, power, water, phone or internet services
- A council rates notice
- A letter for the Electoral Office
- Anything from a government agency that includes your name and address
- A current rental or tenancy agreement

Please respond within five working days from today's date – no later than 20 January 2020. Once we have received this additional information from you, and we are satisfied that the requirements of section 12 have been met, we will begin to consider its decision on your request under the Act.

We recommend sending personal details to OIA@doc.govt.nz, instead of replying via www.fyi.org.nz, so that your personal details are not published online.

Please note that the 20 working days for making a decision on your request will begin from the day we receive confirmation of your postal address.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'A. Baucke', written in a cursive style.

Andrew Baucke
Director Operations, Auckland