

6 November 2023

John Luke  
fyi-request-24355-7c660147@requests.fyi.org.nz

Tēnā koe John

Thank you for your request to the Department of Conservation, received on 7 October 2023, in which you asked for:

*I would like to request the full meeting minutes for the following boards you administrated from 1st Oct 2023 to 1st Jan 2021.*

*<https://www.doc.govt.nz/about-us/statutory-and-advisory-bodies/>*

*Nature Heritage Fund Committee*

*Taupō-nui-a-Tia Management Board*

*Queen Elizabeth II National Trust Board of Directors*

We have considered your request under the Official Information Act 1982 (OIA).

Your request for Queen Elizabeth II National Trust's (QEII Trust) meeting minutes from 1 January 2021 to 1 October 2023 was transferred to QEII Trust for response, pursuant to section 14(b)(i) of the OIA. The Department does not hold any meeting minutes for the QEII Trust.

The Nature Heritage Fund (NHF) Committee typically meets four to six times a year. The Committee is independent of the Department and is made up of five members appointed by the Minister of Conservation. The Committee provides advice to the Minister of Conservation on applications to the NHF.

The Taupō-nui-a-Tia Management Board has met regularly to facilitate the completion of the Taupō Waters Management Plan that was finalised in August 2021. Since then, the Board has been in abeyance, and is currently in the process of requesting nominations for Crown appointees to the Board.

I have decided to release the relevant parts of the documents listed in *Table 1 - Schedule of documents*, subject to some information withheld under the following sections of the OIA, as applicable:

- Personal contact details, under section 9(2)(a) – to protect the privacy of natural persons, including deceased people.

- commercially sensitive information, under section 9(2)(b)(ii) – to protect the commercial position of the person who supplied the information, or who is the subject of the information. This has been applied to sections of the NHF minutes relating to applications that were declined,
- confidential information, under section 9(2)(j) – to enable the Crown to negotiate without disadvantage or prejudice. This has been applied to sections of the NHF minutes relating to applications that are currently in negotiation, including negotiations for land purchase.

In making my decision, I have considered the public interest considerations in section 9(1) of the OIA and determined there are no public interests that outweigh the grounds for withholding.

You are entitled to seek an investigation and review of my decision by writing to an Ombudsman as provided by section 28(3) of the OIA.

Please note that this letter (with your personal details removed) and attached document may be published on the Department's website.

Nāku noa, nā



David van der Zouwe  
Director Strategic Partnerships and Investment  
Department of Conservation  
*Te Papa Atawhai*

**Table 1 - Schedule of documents**

Nature Heritage Fund Committee Meeting Minutes			
Document	Date	Document description	Decision
1	8 July 2021	Approved NHF Committee minutes meeting #102	Released in part
2	31 August 2021	Approved NHF Committee minutes meeting #103	Released in part
3	24 November 2021	Approved NHF Committee minutes meeting #103 ( <i>also named #103 in error</i> )	Released in part
4	1 March 2022	Approved NHF Committee minutes meeting #104	Released in part
5	28 June 2022	Approved NHF Committee minutes meeting #105	Released in part
6	26 November 2022	Approved NHF Committee minutes meeting #106	Released in full
7	7 March 2022	Approved NHF Committee minutes meeting #107	Released in part
8	19/20 April 2023	Approved NHF Committee minutes meeting #108	Released in part
9	23 May 2023	Approved NHF Committee minutes meeting #109	Released in part
10	7 June 2023	Draft NHF Committee minutes meeting #110	Released in part
11	14 August 2023	Draft NHF Committee minutes meeting #111	Released in full
Taupō-nui-a-Tia Management Board Meeting Minutes			
12	15 June 2021	Taupo-nui-a-Tia Management Board Minutes	Released in part
Queen Elizabeth II National Trust Board Meeting Minutes			
<i>Transferred to QEII Trust for response</i>			