

Appendix 4: Terms of reference for the Whitebait Working Group.

Whitebait Working Group

Terms of Reference

Purpose:

The Whitebait Working Group will bring together informed practitioners covering the breadth of interests in whitebait, to identify issues and management options relevant to ensuring healthy and restored whitebait populations and providing for a sustainable fishery.

Task:

The working group will be tasked with providing objective and informative input to enable the preparation of an 'Issues and Options' paper. This paper will advise the Minister of Conservation on issues relevant to whitebait status and the whitebait fishery, as well as the pros and cons, risks, feasibility and likely efficacy over time, of management options for addressing the pressures facing whitebait populations. Management options identified could operate at a local, regional or national level, and be regulatory or non-regulatory. All management options will be up for consideration by the Group (from conventional measures, to the unconventional, and everything in between).

Scope:

The Working Group's discussions will focus specifically on whitebait. Issues not directly related to whitebait will not be discussed.

This Working Group is not "representative" and is not a forum for tabling and discussing stakeholder positions.

Membership:

Members of the Whitebait Working Group have been selected based on their knowledge as individuals. The group is able to draw in expertise outside its membership on an *ad hoc* basis, if required to conduct its business.

Process:

The Working Group is an advisory body. Consensus is not required.

Working Group meetings will be facilitated and documented with minutes. Minutes will be circulated in draft form for the members present to review. In the event of a significant disagreement on the content of minutes, all points of disagreement will be recorded and the facilitator will decide on the final version of the Minutes. The final version will include documentation of any points of disagreement. The final version of minutes will be circulated to all Working Group members for recordkeeping purposes.

A maximum of three meetings of the Working Group is planned, between September and the end of 2018. Fewer meetings may be required if the Group completes its work more rapidly than envisaged.

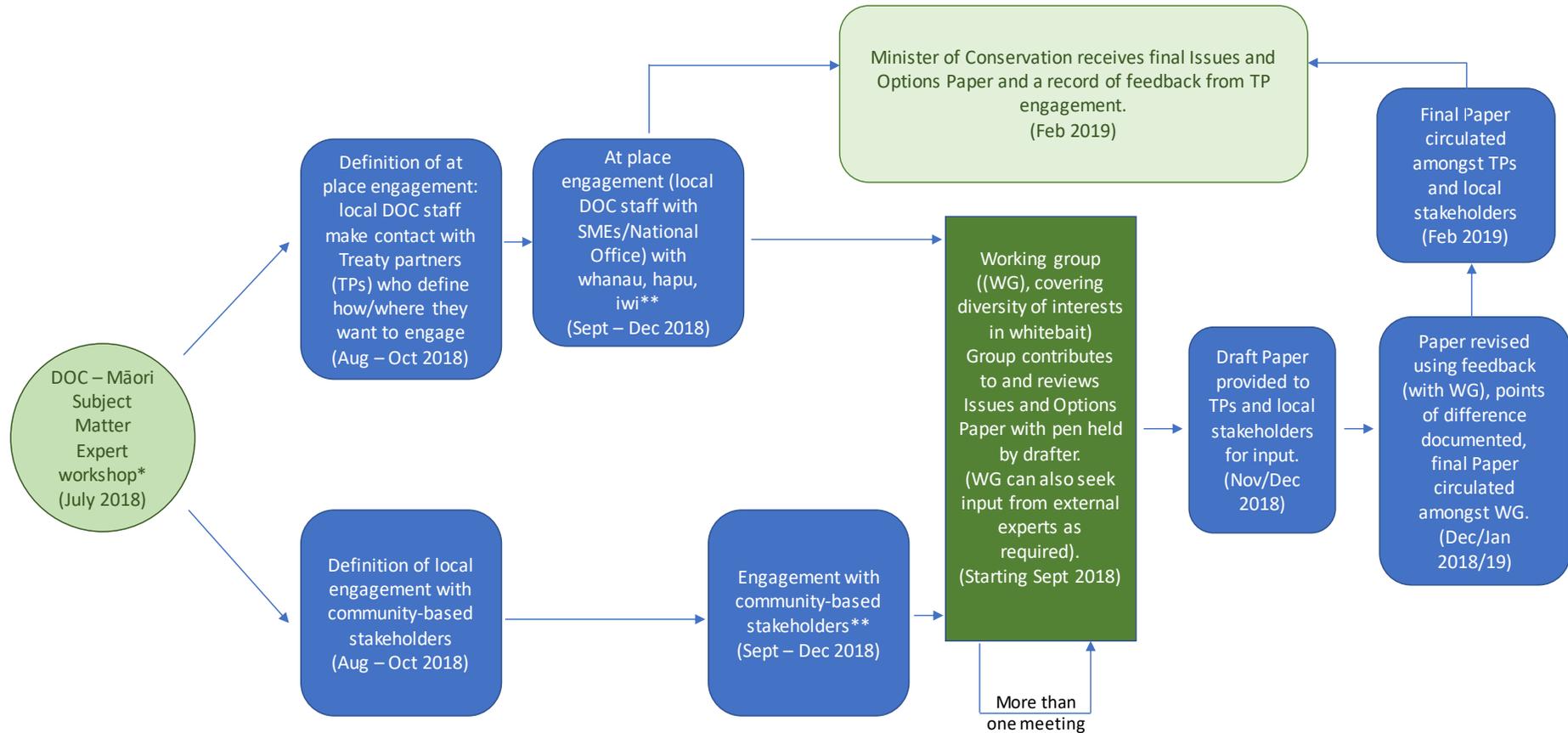
Working Group documents are government records, and as such, are subject to the provisions of the Official Information Act.

Group members will not make public statements on the Group or its work. Group members may publicly identify themselves as such. However, any public commentary about the Group and its work will be conducted and managed by DOC.

Context:

In parallel with the Working Group process, DOC is engaging with iwi and stakeholders. Feedback from these processes will be provided to the Working Group for information, as it becomes available. Feedback from iwi engagement will also be provided to the Minister of Conservation as an independent advice stream (i.e. separate from the Issues and Options paper).

For reference, a process diagram is provided below.



* This group will continue to be a reference group called on for *ad hoc* advice, throughout the review process shown here.

** Feedback from engagement with Treaty partners and stakeholders will be made available to the Working Group as it becomes available.

Figure 1. Process for development of the Issues and Options Paper, including Treaty partners, stakeholders, and the Whitebait Working Group.