

Terms of Reference for Aquatic Pest Co-ordination Group

1.0 Purpose

The purpose of the Aquatic Pest Co-ordination Group (APCG) is for those agencies with a role in the management of aquatic pests to effectively network, pool resources where possible and share information to achieve the integrated planning and management of aquatic pests in the Rotorua Lakes.

This will be achieved through the objectives of the Group set out below.

2.0 Objectives

- 2.1 To facilitate communication and liaison regarding aquatic pest issues between the representative organisations.
- 2.1 To act as a forum to promote further discussion and input on technical issues from relevant organisations.
- 2.2 To plan, implement and report on operational activities in regard to aquatic pests within the Rotorua Lakes.
- 2.3 To raise awareness and understanding of aquatic pest issues in the Rotorua Lakes.
- 2.4 To promote consistency of policy and strategic direction between agencies for the management of aquatic pests within the Rotorua Lakes.
- 2.5 Regularly review these objectives, how they will be achieved and the overall effectiveness of the group

3.0 How the objectives will be achieved

- 3.1 APCG will prepare an annual plan for Rotorua Lakes aquatic pest management by the 1st of July each year. The plan must take into consideration the roles and responsibilities of each organisation and the resources available for aquatic pest management.
- 3.2 APCG member agencies will implement parts of the annual plan that apply to them and report back to APCG.
- 3.3 APCG will prepare an annual report on Aquatic pest operational activities carried out by 30th June each year.
- 3.4 Each member agency will contribute resources as appropriate within their mandate to help achieve the purpose and objectives of the Group. This will include:
 - Contributing to issue based working groups where relevant.
 - Contributing to planning and policy processes where relevant
 - Committing to undertake actions agreed at meetings in the defined timeframe.
- 3.5 Each member agency will provide a representative at Group meetings at a level sufficient to represent the strategic direction of their organisation. This representative

will have the role of disseminating information from the group within their organisations. Agencies may provide other additional representatives as appropriate.

- 3.6 All agencies will facilitate information sharing and coordination of information where appropriate and relevant. An important principle is maintaining the confidentiality of information shared unless that information is specifically stated as being public.
- 3.7 The Group will act as an interface for consultation on issues associated with aquatic pest management policy.
- 3.8 The Group will develop a coordinated approach to community engagement for Aquatic Pest awareness in the Rotorua Lakes.
- 3.9 The Bay of Plenty Regional Council will provide administrative support to the group.
- 3.10 Chairing and convening meetings will be by mutual agreement between the member organisations.

Membership

The Aquatic Pest Co-ordination Group members are:

- Department of Conservation
- Eastern Region Fish and Game Council
- Bay of Plenty Regional Council
- Rotorua District Council
- Te Arawa Lakes Trust
- Land Information New Zealand
- National Institute of Water and Atmospheric (Advisory)