

## MINUTES

### HERENGA Ā NUKU AOTEAROA, OUTDOOR ACCESS COMMISSION

#### BOARD MEETING

7 December 2022

Wellington

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The meeting commenced at 9.45am.

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#### **Board members in attendance:**

D Cameron (chair), C Wade-Brown, P Henare, and H Mexted.

#### **Also in attendance:**

R Cullinane (Chief Executive), P Culling (Deputy Chief Executive), S Day (Communications Manager), D Macredie (Strategic Partnerships Manager), and J Yang (Principal Advisor – Corporate, minutes).

#### **Opening comments**

Karakia timatanga – P Henare.

D Cameron welcomed Board members and staff.

The Board noted that P Coburn is still a Board member until his resignation is formally accepted by the Minister.

#### **1. Apologies**

Apologies were received from P Coburn.

#### **Confirm Agenda**

The Board confirmed the agenda for the meeting.

#### **Conflicts of Interest**

C Wade-Brown is a member of Te Araroa Trust Board. C Wade-Brown is also a friend of Bill Gilbertson and will abstain from voting on his nomination for an Outdoor Access Champion award.

## 2. Confirm Minutes

The meeting minutes held in Wellington on 24 August 2022 were circulated and read.

**Resolved:** The Board:

- a. **confirmed** the minutes of the 24 August 2022 meeting as a true and correct record of the meeting.

**Moved** H Mexted

**Seconded** P Henare

**Carried**

### Matters arising from the minutes

There were no matters arising from the minutes.

## 3. Chief executive's report

The Board discussed the chief executive's report for December 2022.

R Cullinane gave a strategic summary of the year to December and reported on budget, strategy development, the partnership with Te Araroa, Nga Haerenga NZ Cycle Trails, the office relocation, audit matters, regional projects (Te Ahu Pātiki, Tapuwae Tairāwhiti, Franklin-North Waikato Trails and Pūhoi to Mangawhai Trails), health and safety, IT, GIS and communications and engagement.

The Board requested that an action register be circulated with the draft minutes after the Board meeting.

**Resolved:** The Board:

- a. **noted** the chief executive's report for December 2022.
- b. **requested** an action register be circulated to the Board.

**Moved** C Wade-Brown

**Seconded** P Henare

**Carried**

## 4. Health and safety report

P Culling presented the health and safety report as of 7 December 2022. This regular report covers accidents, near misses, ongoing issues, actions taken, initiatives, and other relevant matters.

There were no accidents and no near misses since the last report.

**Resolved:** The Board:

- a. **noted** Herenga ā Nuku's 7 December 2022 health and safety report.

**Moved** P Henare

**Seconded** H Mexted

**Carried**

## Part A

### 5. Annual Report 2021-2022

P Culling presented Herenga ā Nuku's *Annual Report for the period 1 July 2021 to 30 June 2022* and asks that the Board to formally adopt it.

**Resolved:** The Board:

- a. **reviewed** the draft 2021-2022 Annual Report.
- b. **adopted** the *Annual Report for the period 1 July 2021 to 30 June 2022*, subject to any changes required by the Board.
- c. **noted** the report to governance for the year ended 30 June 2022.

**Moved** P Henare

**Seconded** C Wade-Brown

**Carried**

### 6. Developing new performance measures

S Day presented a paper on the update to performance measures and the proposed new measures for the 2023-2024 SPE.

The Board discussed the proposed stakeholder survey for collecting performance measurement data. As part of the survey, a list of current and potential stakeholders will be drawn up. The Board requested the list be circulated before it is finalised.

**Resolved:** The Board:

- a. **approved** the new performance measures to be used in the Statement of Performance Expectations 2023-2024.

**Moved** H Mexted

**Seconded** P Henare

**Carried**

## 7. Māori partnership strategy update

D Macredie presented the updated Māori partnership strategy. A key change was the prioritisation of mauri, and definition of what mauri means relative to Herenga ā Nuku's role in the outdoor access space. The updated strategy also distinguishes between Māori land types, including ahu whenua (ture whenua) land, te Tiriti settlement land and mana whenua land.

The Board noted the idea of waterways as pathways. This idea is not only for tangata whenua / mana whenua – but is also important to tauwiwi. Potential stakeholder groups might include kayakers and anglers.

A final check of the strategy would be completed by D Macredie and P Henare. A summary of the key points of the strategy will be published on the website following this. The Board also suggested circulating the strategy to local government groups, including Te Marauata specifically, to the Iwi Chairs Forum, and to other Māori stakeholder groups that we work with.

The Board also discussed the broader strategic direction. The updated strategy helps support the narrative of trails and access as creating opportunities to enhance te taiao and te mauri o te whenua, rather than creating problems.

**Resolved:** The Board:

- a. **approved** the revised Māori Partnership Strategy, subject to minor amendments discussed.
- b. **directed** management to publicise the final strategy and circulate and discuss with appropriate stakeholders.

**Moved** D Cameron

**Seconded** P Henare

**Carried**

## 8. Outdoor Access Champion award nominations

S Day presented the nominees for the 2023 Outdoor Access Champion awards.

Nominations for the awards were open from 7 September to 21 November 2022.

Six nominations were received, and the Board selected three of the nominees to receive the award. All nominees will be notified of the outcome, and award presentations will be organised for the first half of 2023.

**Resolved:** The Board:

- a. **agreed** on the winner(s) of the 2023 Outdoor Access Champion award(s).
- b. **noted** that management will arrange local presentations to the winners in the first half of 2023, and a Board member will be invited to attend and present the award on behalf of the Commission.
- c. **noted** that management will send letters to the unsuccessful nominees, congratulating them on their nomination and thanking them for their efforts.

**Moved**    H Mexted    **Seconded**    D Cameron    **Carried**

## 9. 2023 planning and reporting timetables

J Yang presented the planning and reporting timetable for 2023.

The Board discussed holding the February 2023 Board meeting outside of Wellington. This will be held in Gisborne and will include meetings with stakeholders in the region, with particular emphasis on the Tairāwhiti regional project.

The Board also suggested a meeting with the Board of Te Araroa Trust to coincide with the August 2023 Board meeting.

**Resolved:** The Board:

- a. **confirmed** the planning and reporting timetable for 2023.
- b. **agreed** to hold the next Board meeting, in Gisborne on 21-22 February 2023.

**Moved**    P Henare    **Seconded**    C Wade-Brown    **Carried**

## Part B

### 10. Q1 2021-2022 quarterly report

P Culling presented Herenga ā Nuku's quarterly report for 1 July 2022 to 30 September 2022 (Q1), as submitted to MPI.

The Board noted that MPI has requested the format of the quarterly reports be updated.

The Board inquired whether the quarterly reports could be sent directly to Minister's office, rather than only through MPI.

**Resolved:** The Board:

- a. **noted** the Herenga ā Nuku quarterly report for Q1 2022-2023, as submitted to MPI.

**Moved** P Henare                      **Seconded** C Wade-Brown                      **Carried**

### 11. Operations update

R Cullinane presented the operations update for Q1 2022-2023.

The Board reiterated the value of the RFA network to Herenga ā Nuku.

**Resolved:** The Board:

- a. **noted** the operations update and quarterly case statistics reports from 1 July to 30 September 2022.

**Moved** D Cameron                      **Seconded** C Wade-Brown                      **Carried**

### 12. GIS update – spatial data improvements

J Yang presented an update on work in the GIS space, with a particular focus on recent projects to improve the spatial data that we hold.

**Resolved:** The Board:

- a. **noted** the GIS update for December 2022.

**Moved** C Wade-Brown      **Seconded** D Cameron      **Carried**

### 13. Te Araroa report

R Cullinane presented an update on Te Araroa.

Work is underway on a new sustainability strategy which will likely be built around regeneration. The new position of Trail Manager has also been filled. This will be an operational role.

**Resolved:** The Board:

- a. **noted** the Te Araroa update.

**Moved** D Cameron      **Seconded** P Henare      **Carried**

### 14. Defining our audience

S Day presented an update of the work done to implement the communications strategy.

The Board noted that it is not appropriate for staff to be meeting with politicians to discuss Herenga ā Nuku's future and that that responsibility sits with Board members. It discussed the extent and nature of its advocacy role.

**Resolved:** The Board:

- a. **noted** Herenga ā Nuku's current focus on communicating with a specific audience that supports the goals in our Statement of Intent and Operations Workplan.

**Moved** P Henare      **Seconded** C Wade-Brown      **Carried**

## 15. Audit and Risk Committee update

P Culling presented an update on the Audit and Risk Committee meeting on 10 November 2022, and its meeting with Silks Audit.

The Board noted that the committee had a discussion around risks relating to the budget bid and act review recommendations. These have been added to the risk register.

**Resolved:** The Board:

- a. **noted** the Deputy Chief Executive's report from the Audit and Risk Committee meeting held on 10 November 2022.

**Moved** P Henare                      **Seconded** H Mexted                      **Carried**

## 16. Insurance renewal

P Culling presented the insurance renewal report.

**Resolved:** The Board:

- a. **noted** Herenga ā Nuku's renewal and level of insurance cover and associated premiums
- b. **noted** that the insurance renewal has been reviewed by the Audit and Risk Committee.

**Moved** H Mexted                      **Seconded** D Cameron                      **Carried**

## 17. Wellington Office relocation

P Culling updated the Board on the Wellington Office relocation to L21 Majestic Centre.

**Resolved:** The Board:



- a. **noted** the decision to relocate to level 12 of the Majestic Centre under a co-location agreement with NZTE, and floor sharing arrangement Callaghan Innovation.

**Moved** P Henare

**Seconded** H Mexted

**Carried**

## 18. Other matters

### *Budget bid and MPI*

Management gave an update on the budget bid process. Herenga ā Nuku's bid will be submitted through MPI.

There has recently been a restructuring at MPI, including the team responsible for the monitoring of Herenga ā Nuku, which now falls under Public Affairs. Immediately following the meeting, the Board chair will contact the DDG of Public Affairs, to introduce himself, and discuss the budget bid and MPI's monitoring function.

## 19. Closing comments

The chair thanked everyone for their attendance.

Karakia whakakapi – P Henare.

## 20. Next meeting

The next Board meeting will be held on 21-22 February, in Gisborne.

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**The meeting closed at 12.45pm.**

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D Cameron

Board chair