

MINUTES

HERENGA Ā NUKU AOTEAROA, OUTDOOR ACCESS COMMISSION

BOARD MEETING

24 May 2023

Wellington/via Zoom

The meeting commenced at 10.35am.

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), K Douglas (National Operations Manager), D Macredie (Strategic Relationships Manager) and J Yang (Principal Advisor – Corporate, minutes).

Opening comments

Karakia timatanga – P Henare.

D Cameron welcomed Board members and staff.

1. Apologies

There were no apologies for the meeting.

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 will be standing for the Green Party in the 2023 General Election. The Board chair shared the letter he received regarding election matters. C Wade-Brown will stand down from the Board from Nomination Day, 15 September 2023, to Election

Day, 14 October 2023. The board will then review the situation afterwards. C Wade-Brown will also manage any conflicts between now and Nomination Day carefully. This decision will be communicated to MPI, as our monitoring agency, and to the Public Services Commissioner.

2. Confirm Minutes

The meeting minutes held in Wellington on 22 February 2023 were circulated and read.

Resolved: The Board:

- a. **confirmed** the minutes of the 22 February 2023 meeting as a true and correct record of the meeting.

Moved P Henare

Seconded D Cameron

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 May 2023.

R Cullinane gave a strategic summary and reported on budget, strategy development, the partnership with Te Araroa, regional projects (Tapuwae Tairāwhiti, Franklin-North Waikato Trails and Pūhoi to Mangawhai Trails), Enhanced Access Grants, recruitment, audit matters, health and safety, and geospatial.

External relationships update

The chief executive recently met with the Commissioner of Crown Lands to discuss LINZ processes and road stopping. We continue to approach DOC to build a closer relationship and are waiting for its response. We also meet regularly with other key stakeholders, such as Recreation Aotearoa, QEII NZ, and Fish and Game.

We have also received feedback from stakeholders that there is a need for a national track and trails group.

Resolved: The Board:

- a. **noted** the chief executive's report for February 2023.

Moved H Mexted

Seconded P Henare

Carried

4. **Health and safety report**

P Culling presented the health and safety report as of 24 May 2023. This regular report covers accidents, near misses, ongoing issues, actions taken, initiatives, and other relevant matters.

There was one minor accident and no near misses since the last report.

Resolved: The Board:

- a. **noted** Herenga ā Nuku's 24 May 2023 health and safety report.

Moved H Mexted

Seconded C Wade-Brown

Carried

Part A

5. **Access for motor vehicles**

S Day presented the recommended guidance for accessing public access opportunities for motor vehicles for the board's approval.

The need for the policy has been highlighted by the regional field advisors. The guidance recommended has been based on the criteria from Policy 20 in the Department of Conservation's 2010 Coastal Policy Statement.

The board noted that while the guidance is written for internal use, there is merit in making it publicly available for transparency.

Resolved: The Board:

- a. **noted** that new and existing public access for motor vehicles needs to be balanced against the impacts of that access on the environment and other users.
- b. **approve** guidance for assessing public access opportunities for motor vehicles based on the criteria from Policy 20 in the Department of Conservation's 2010 NZ Coastal Policy Statement.

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

6. **Enhanced Access Grant application above \$10,000**

J Yang presented an application for an Enhanced Access Grant (EAG) of over \$10,000, for the Board to consider.

The Mangahia Catchment Charitable Trust has applied for \$24,578 for the Mangahia Ngāhinapōuri Trail (EAG application 22-05). This includes \$18,578 for surveying the route and \$6,000 towards legal costs to secure access easements (\$1,500 for each of 4 landowners). The operations team assessed the application and recommended the full funding, with some conditions.

The Board approved funding of up to \$24,578, with the recommended conditions.

Resolved: The Board:

- a. **approved** funding for up to \$24,578 for EAG application 22-05, conditional on registration of the walkway easements on the records of title.

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

7. **2023-2024 Budget**

P Culling presented the draft 2023-2024 budget, with options for cost restraint.

The board discussed the options line-by-line and approved the budget as presented, with cost-restraint options included.

Audit and Risk Committee in abeyance

The board agreed to put the Audit and Risk Committee into abeyance. The current Audit and Risk workplan will be incorporated into regular board meetings. The Audit and Risk section of Board meetings will be chaired by Board member H Mexted, and all current board members will be in attendance.

Management will seek the audit director's opinion on this change, and this will be circulated to the Board once we receive it. The deputy chief executive will notify and discuss the decision with the current independent audit chair.

This will be reviewed at the end of one year.

Review of strategic direction

The Board noted that a strategic day has been organised for leadership staff to discuss future strategic direction and cost restraint options. The chief executive will report back to the Board on this at the next Board meeting.

Resolved: The Board:

- a. **discussed** the options for cost restraint and use of reserves for the 2023-2024 financial year and any impacts these might have.
- b. **approved** the incorporation of audit and risk workplan into regular board meetings, with board member H Mexted chairing the committee, to be reviewed in a year's time.
- c. **approved** a total limit of \$200,000 to draw down from reserves for the 2023-2024 financial year only.
- d. **approved** the forecast financial statements to be included in the Statement of Performance Expectations 2023-2024, with any amendments agreed by the Board.
- e. **recognised** that management will look at strategic direction early in the financial year, and to report back to the board prior to the next board meeting.

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

8. Statement of Performance Expectations

S Day presented the updated draft SPE for the Board's approval.

Due to the responsible Minister changing, we have not received the Minister's feedback on the SPE. However, MPI has provided the feedback on the SPE that it had prepared for the Minister. The Board noted that should the Minister's feedback be received, it will need to consider it separately.

The Board discussed MPI's feedback and gave special attention to the concerns around Outcomes 2 and 5.

The Board discussed the concerns with the inclusion of *tangata whenua oranga* in Outcome 2, but unanimously agreed that the outcome has been worded correctly, and as intended. A further explanation of the meaning of oranga and its relationship

to outdoor access would be included in the SPE, to help clear up any misunderstanding.

The board agreed that Outcome 5 should be reworded to be clearer.

Resolved: The Board:

- a. **discussed** the draft Statement of Performance Expectations 2023-2024 and MPI's feedback.
- b. **approved** the Statement of Performance Expectations 2023-2024, with the amendments agreed upon after considering MPI's feedback.

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

Part B

9. Audit and Risk Committee report

P Culling presented the minutes from the Audit and Risk Committee meeting on 20 April 2023.

The Board noted that the agenda items scheduled for the Audit and Risk Committee meeting on 7 September will now be considered at the Board meeting on 23 August 2023.

The Board noted that a Public Records Act audit will be take place at the end of August.

Resolved: The Board:

- a. **noted** the draft minutes from the Audit and Risk Committee meeting on 20 April 2023.

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

10. Q3 2022-2023 quarterly report

J Yang presented Herenga ā Nuku's quarterly report for 1 January 2023 to 31 March 2023 (Q3), as submitted to MPI.

Resolved: The Board:

- b. **noted** the Herenga ā Nuku quarterly report for Q3 2022-2023, as submitted to MPI.

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

11. Operations update

K Douglas presented an operations update.

There has been a huge increase in the number of OIO pre-application cases, which are very resource intensive. This has caused a backlog of work for the operations team. In order to meet this extra workload, a contractor has been hired to provide operational advice on a short-term basis.

Recruitment for the Gisborne, Hawke's Bay | Tūranga-Nui-a-Kiwa, Te Matau-a-Māui RFA has fallen through. Due to the circumstances, recruitment for this role will be put on hold for a few months. P Henare offered his help with recruitment when this recommences in future.

Resolved: The Board:

- a. **noted** the operations update and quarterly case statistics reports from 1 January 2023 to 31 March 2023.

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

12. Communications and partnerships update

S Day gave an update on communications and partnerships.

The online tracks and trails hui continues to be very successful. The team is now thinking about how to continue and manage the groups now that there are close to 50 attending the online hui.

The storytelling project work with Tiaki Māniatoto is nearly finished, and we are now starting to work with Ride Coromandel.

The Board asked for some clarification of how mana whenua stories are included in storytelling signage.

Resolved: The Board:

a. **noted** the communications and engagement update.

Moved P Henare

Seconded H Mexted

Carried

13. Other matters

Te Araroa update

M Claridge acknowledged the recent loss a Te Araroa walker. This occurred in an alpine environment late in the season.

M Claridge provided an update to the Board on managing Te Araroa, including the increase in walker numbers (~4,000 through walkers in the 2022-23 season, compared to ~2,000 in 2019-20); the new Te Araroa regenerative trail strategy; and recent meetings with territorial authorities regarding the idea of trail towns as Te Araroa trail partners.

The Board noted that the Trail Manager – Te Araroa role, being funded by Herenga ā Nuku, is making a big difference to the trail, and the Trust is thankful for this support.

The Board also noted that there will be a Te Araroa regional trust chair forum in early June.

14. Closing comments

The Board chair thanked everyone for their attendance.

Karakia whakamutunga – P Henare.

15. Next meeting

The next Board meeting will be held on 22-23 August 2023, in Wellington and via Zoom.

The meeting closed at 2.15pm.

A handwritten signature in black ink, appearing to read 'D Cameron', with a long horizontal flourish extending to the right.

D Cameron

Board Chair