

## MINUTES

### HERENGA Ā NUKU AOTEAROA, OUTDOOR ACCESS COMMISSION

#### BOARD MEETING

18 November 2025

Wellington

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The meeting commenced at 9.35am.

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

D Cameron (chair), H Logan, D Rewi and H Mexted

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

P Culling (Acting Chief Executive), S Day (Communications Manager), J Yang (Principal Advisor – Corporate, minutes) and D Wildy (guest, incoming Chief Executive)

#### **Opening comments**

D Rewi opened with a karakia timatanga.

D Cameron welcomed Board members and staff.

#### **1. Apologies**

Apologies were received from J Young.

#### **Confirm Agenda**

The Board confirmed the agenda for the meeting.

#### **Conflicts of Interest**

No conflicts were declared.

#### **2. Confirmation of minutes**

The minutes of the Board meeting held on 19 August 2025, and the special Board meeting held on 17 October were circulated and read.

**Resolved:** The Board:

- a. **confirmed** the minutes of 19 August May 2025 as a true and correct record of the meeting.
- b. **confirmed** the minutes of 17 October May 2025 as a true and correct record of the meeting.

**Moved** D Rewi

**Seconded** H Logan

**Carried**

### **Matters arising from the minutes**

There were no issues arising from the minutes.

### **Action register**

The Board discussed some outstanding actions from previous meetings and agreed on the following:

- a. Departure of longstanding RFA F Brough – the Board Chair will send out a letter of thanks and recognition for their service.
- b. Farewell for P Henare – management will arrange a koha for P Henare in place of a farewell, on behalf of the Board.
- c. Fraud oversight by the Board – Fraud Policy and financial controls to be discussed at the next Board meeting.

### **3. Acting chief executive's report**

P Culling gave a summary of the organisation's activities. He confirmed progress on all the actions arising from the latest Audit and Risk Committee.

#### *Strategic partnerships*

We have been building a new relationship with Beef+Lamb New Zealand, with the intent of engaging early, to build our relationships and influence, so that if/when

public access issues arise, we already have relationships in place and can have some influence when providing advice.

There are other stakeholder groups we may want to use a similar engagement strategy with, such as Dairy NZ, forestry groups such as the Forestry Owners Association and Federated Farmers.

**Resolved:** The Board:

- a. **noted** the chief executive's report for November 2025.

**Moved** H Logan                      **Seconded** H Mexted                      **Carried**

#### 4. **Health and safety report**

P Culling presented the health and safety report as of 18 November 2025. This regular report covers accidents, near misses, ongoing issues, actions taken, initiatives, and other relevant matters. There have been no incidents, near misses, or newly identified hazards since the last report.

The Board requested a summary of current health and safety processes, including the top three concerns identified by regional field advisors, for the next Board meeting.

**Resolved:** The Board:

- a. **noted** Herenga ā Nuku's November 2025 health and safety report.

**Moved** D Cameron                      **Seconded** D Rewi                      **Carried**

### **Part A – items for decision**

#### 5. **Delegations to incoming Chief Executive**

P Culling presented the delegation of authority to the incoming chief executive for the Board's approval and signatures.

**Resolved:** The Board:

- a. **signed** the delegation of authority to the incoming chief executive under the Crown Entities Act, effective from 24 November 2025.

**Moved** H Mexted                      **Seconded** H Logan                      **Carried**

## 6. Outdoor Access Champion award nominations

S Day presented the nominations for the Outdoor Access Champion Awards. Nominations were open from 26 June to 3 November 2025, and we received five nominations in total.

The Board discussed the nominations and their merits and agreed that all five nominations should receive an Outdoor Access Champion award in 2026.

**Resolved:** The Board:

- a. **agreed** on the winners of the 2026 Outdoor Access Champion Awards.
- b. **noted** that that management will arrange local presentations to the winners in the first half of 2026, and a Board member may be invited to attend and present the award/s on behalf of the commission.

**Moved** H Mexted                      **Seconded** D Rewi                      **Carried**

## 7. Commission timetable for 2026

J Yang presented the proposed planning and reporting timetable for 2026 for the Board's approval.

The Board agreed to move the Board self-assessment and review to the May meeting, after the Board Chair appointment has been confirmed.

The Board noted that the Audit and Risk Committee meeting dates are still to be confirmed – these will be sometime in April, July and October. Following discussion at the risk workshop yesterday, an additional committee meeting will be held in February 2026 to progress risk register.

The updated 2026 timetable will be circulated to the Board after the audit and risk committee meeting dates have been confirmed.

**Resolved:** The Board:

- a. **confirmed** the planning and reporting timetable for 2026, with amendments.

**Moved** D Rewi                      **Seconded** H Logan                      **Carried**

## 8. State of Public Access Report 2025

S Day presented the revised draft of the State of Outdoor Public Access Report for the Board's consideration.

The Board discussed some minor phrasing and word changes to be more neutral. The Board and the incoming chief executive will provide some further feedback. The updated draft will then be circulated to the Board by 28 November and be endorsed by email.

**Resolved:** The Board:

- a. **discussed** the State of Public Access report.
- b. **asked** that further feedback be incorporated into the report.
- c. **asked** management to circulate an updated draft by email by 28 November, for the Board's endorsement.

**Moved** D Cameron                      **Seconded** D Rewi                      **Carried**

## 9. Enhanced Access Grant application over \$10,000

J Yang presented Enhanced Access Grant application 25-01 for the Board's consideration.

**Resolved:** The Board:

- a. **approved** funding for EAG application 25-01, conditional on registration of a walkway easement instrument over the two routes on the relevant records of title and the Herenga ā Nuku logo being included on signage.

**Moved** H Mexted                      **Seconded** D Rewi                      **Carried**

## 10. Approval for overseas travel

M Claridge presented two requests for international travel for the Board's approval.

The Board approved the international travel for Dan Radford, and the airfare component of the travel of \$3,000, subject to the Te Araroa Trust agreeing to fund the remaining international travel costs. The Board noted the importance of the trip as a professional development opportunity for Dan, as well as the opportunity to bring back knowledge for Te Araroa Trail and Herenga ā Nuku's trail work.

The Board agreed to defer the decision on Matt Claridge's request for international travel to the next Board meeting in February 2026.

**Resolved:** The Board:

- a. **approved** the international travel and airfare costs of \$3,000 for Dan Radford, Trail Manager – Te Araroa, to meet with the Colorado Trail and Continental Divide Trail in Colorado, and the Appalachian Trail in Georgia, USA, in May and June 2026, subject to Te Araroa Trust agreeing to meet the remaining travel costs.
- b. **deferred** the decision on international travel for Matt Claridge, Executive Director – Te Araroa, to attend the World Trails Conference in Perth, Australia, from 19 October to 22 October 2026, to the February 2026 Board meeting.

**Moved** D Rewi                      **Seconded** D Cameron                      **Carried**

## Part B – items for noting

### 11. Audit and Risk update

P Culling presented the draft minutes from the Audit and Risk Committee meeting on 09 November 2025.

*Insurance renewal*

There was no insurance pre-renewal meeting this year, but we will request one next year. Insurance pre-renewal will be included in the standing items for discussion at the July Audit and Risk Committee meeting.

*Audit and Risk workplan*

An additional Audit and Risk Committee meeting will be held in February 2026 with a focus on progressing the risk register.

**Resolved:** The Board:

- a. **discussed** the draft audit and risk committee meeting minutes.
- b. **noted** Herenga ā Nuku's insurance renewal report.
- c. **noted** Herenga ā Nuku's level of insurance cover and associated premiums.

**Moved** H Logan                      **Seconded** H Mexted                      **Carried**

**12. Quarterly report for Q1 2025-2026**

J Yang presented the Q1 report as submitted to the Ministry for Primary Industries (MPI).

The Board asked that a year-to-date financial report be included as a separate standing item to all Board papers.

**Resolved:** The Board:

- a. **noted** the quarterly report covering Q1 2025-2026, as presented to MPI.
- b. **directed** management to include a year-to-date financial report as a separate standing item to future Board meetings.

**Moved** H Mexted                      **Seconded** D Rewi                      **Carried**

### 13. Media Policy and Social Media Policy

S Day presented the new media and social media policy for the Board's information.

**Resolved:** The Board:

- a. **noted** the new media and social media policy.

**Moved** H Mexted      **Seconded** H Logan      **Carried**

### Part C – other business

#### 14. Thank you to the acting chief executive

The Board gave formal thanks to P Culling for stepping into the acting chief executive role for the past eight months and commended his stewardship and managing of the transition.

#### 15. Next meeting

The next Board meeting will be held in online on 17 February 2026.

D Rewi closed with a karakia whakamutanga.

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**The meeting closed at 12.45 pm.**

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D Cameron

Board Chair