

## MINUTES

### HERENGA Ā NUKU AOTEAROA, OUTDOOR ACCESS COMMISSION

#### BOARD MEETING

22 February 2023

Wellington/via Zoom

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The meeting commenced at 10.40am.

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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), K Douglas (National Operations 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's resignation has now been formally accepted by Minister Whatiri, effective from 16 December 2022.

#### **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.

## 2. Confirm Minutes

The meeting minutes held in Wellington on 7 December 2022 were circulated and read.

**Resolved:** The Board:

- a. **confirmed** the minutes of the 7 December 2022 meeting as a true and correct record of the meeting.

**Moved** C Wade-Brown

**Seconded** H Mexted

**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 February 2023.

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

### *Māori partnership strategy*

A summary of the Māori partnership strategy will be published on website shortly. A package is being prepared to go along with the strategy that we can circulate to, and discuss with, stakeholders. The Board noted the opportunity to use this to let groups know who we are and what we do.

### *Cyclone Gabrielle recovery and rebuild*

The Board discussed the role of Herenga ā Nuku in the rebuild and recovery efforts following Cyclone Gabrielle, including a series of communications to stakeholders. This includes reaching out to community groups that we already work with and letting them know we are here to help when they are ready to re-engage.

The Board agreed that a letter should be sent from the Board chair to Minister Whaitiri acknowledging the impacts of Cyclone Gabrielle, emphasizing the importance of maintaining public access and local tracks and trails networks, and reiterating Herenga ā Nuku's readiness to assist. The board also requested that the first regular update of recent highlights from Herenga ā Nuku's work be sent, along with the letter, to Minister Whaitiri.

**Resolved:** The Board:

- a. **noted** the chief executive's report for February 2023.
- b. **directed** that a letter be sent to Minister Whaitiri from the Board chair, acknowledging the impacts of Cyclone Gabrielle, and reiterating Herenga ā Nuku's readiness to assist.

**Moved** D Cameron

**Seconded** H Mexted

**Carried**

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

P Culling presented the health and safety report as of 22 February 2023. 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 22 February 2023 health and safety report.

**Moved** P Henare

**Seconded** H Mexted

**Carried**

## Part A

#### 5. **Statement of Performance Expectations update**

P Culling updated the board on the process for the 2023-2024 Statement of Performance Expectations (SPE).

The Board noted that the final SPE published would be dependent on budget. Depending on the outcome of the budget bid, a special board meeting may need to be convened to discuss direction.

**Resolved:** The Board:

- a. **discussed** the Statement of Performance Expectations 2023-2024 process and unknown budget at this stage.
- b. **appointed** the Board chair and P Henare to sign the Statement of Performance Expectations 2023-2024 once it is complete.
- c. **agreed** to hold a special board meeting to discuss future direction, if required by the outcome of the budget bid.

**Moved** C Wade-Brown

**Seconded** D Cameron

**Carried**

## Part B

### 6. Q2 2022-2023 quarterly report

P Culling presented Herenga ā Nuku's quarterly report for 1 October 2022 to 31 December 2022 (Q2), as submitted to MPI.

Management clarified that the variance between the actual deficit and forecast deficit was due to expenditure from regional projects funded from reserves. This expenditure has been approved by the Board but was not included in the forecast.

**Resolved:** The Board:

- a. **noted** the Herenga ā Nuku quarterly report for Q2 2022-2023, as submitted to MPI.

**Moved** P Henare

**Seconded** D Cameron

**Carried**

### 7. Operations update

K Douglas presented the operations update for Q2 2022-2023.

The Board discussed the issue of slash caused by forestry in the wake of Cyclone Gabrielle. It was noted that we are not privy to these conditions, and we have no involvement or influence on this issue.

**Resolved:** The Board:

- a. **noted** the operations update and quarterly case statistics reports from 1 October to 31 December 2022.

**Moved** H Mexted                      **Seconded** C Wade-Brown                      **Carried**

## 8. Communications and partnerships update

S Day gave an update on communications and partnerships.

The most recent online tracks and trails hui was very successful, and included a guest speaker from the Department of Conservation.

The Commission recently met with Sport NZ, regarding a possible joint project around developing NZ history stories. A potential pilot would involve finding a school and tracks and trails group based in the same area willing to participate, as well as the local regional field advisor.

**Resolved:** The Board:

- a. **noted** the communications and partnerships update.

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

## 9. Other matters

*Financial planning projections relating to potential Budget 2023 outcomes*

P Culling presented supplementary information to the Board on the latest financial projection if the Commission's budget bid is unsuccessful, and there is a reversion to baseline funding of \$1.789 million.

The Board noted that it is likely that legislative changes to the *Walking Access Act* will be put on hold again.

## 10. Closing comments

The Board chair thanked everyone for their attendance.

Karakia whakamutunga – P Henare.

## 11. Next meeting

The next board meeting will be held on 24 May 2023, in Wellington and via Zoom.

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**The meeting closed at 12.10pm.**

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D Cameron

Board chair