

MINUTES
NEW ZEALAND WALKING ACCESS COMMISSION MEETING
8:30am, 26 April 2010
NZWAC Boardroom, Revera House
WELLINGTON

Board Members:

J Acland (Chairman), J Aspinall, M Bayfield, K Booth, P Brown, J Forbes (from 9:00am), B Stephenson and B Stuart.

In attendance: M Neeson (Chief Executive) and P Litras, H Barker (item 10), C Bell (items 6, 8 and 9), H Donaldson (items 6 and 7), C Fawdray and W Jones (item 6).

Opening Comments

The Chair opened the meeting and welcomed attendees.

1. Apologies

There were no apologies.

Conflict of Interest Register

No conflicts of interest were declared.

Confirm Agenda

The Board confirmed the Agenda for the meeting. The board agreed to also discuss meeting dates for June and July.

2. Chief Executive's Report

The Chief Executive updated the board on progress relating to the Quarterly Report to the Minister and progress with recruitment for permanent staff.

The Board discussed the review of the foreshore and seabed policy and the Commission's appropriate response. The board agreed that it was strongly interested in the outcome of the review because of its focus on public access and in particular of the implications of the implementation of the policy. In light of this it was agreed that the Commission would provide its comments directly to the Minister.

The Commission had received letters and verbal requests to consider a concern expressed by Fish and Game New Zealand and other angling interests about an issue described by them as "exclusive capture". The Commission understands this term to apply to a situation where it is claimed that some landholders have entered into exclusive arrangements for exclusive access across private land for access to sports

fish. This is said to have the effect of “selling the rights” to the sports fish and precluding access across private land by other anglers.

The board:

- a. **noted** the Chief Executive’s report for April 2010.
- b. **Agreed** to write to the Minister of Agriculture with its response to the foreshore and seabed discussion document.
- c. **agreed** to write to the Minister of Conservation and to the Department of Conservation setting out the issues that are being raised by “exclusive capture”.

Moved J Aspinall **Seconded** K Booth **Carried**

3. **MAF Report and Update**

N McInnes and D Parker from the MAF Monitoring Unit briefing the board on recent governance matters. They congratulated the board on the process for and outcome of the third SOI and for the progress the Commission had made towards being fully established.

Mr McInnes provided the board with an update on the following:

- the NZFSA and MAF amalgamation process;
- greater emphasis on monitoring and evaluation from central government; and
- reducing compliance costs on crown entities.

Mr McInnes noted that the 2010/11 year would be a challenging one for the Commission.

The Board thanked the MAF Monitoring Unit for its support and advice during the SOI process and for keeping it informed of wider developments affecting Crown entities.

4. **Statement of Intent**

The board:

- a. **noted** the draft Statement of Intent and agreed to provide any additional comments by 3 May.
- b. **agreed** to the draft Statement of Intent for publication subject to the Minister’s response and any further amendments from the Board.

Moved M Bayfield **Seconded** J Aspinall **Carried**

5. National Walking Access Strategy

The board had considered the draft National Strategy for Walking Access at its March meeting and agreed to offer all key stakeholders the opportunity to review the draft strategy and to provide any further comments. Comments were received from 4 organisations. Three submitters were concerned that the detail from the first draft released in September no longer featured in the latest version. The Chief Executive explained that the detail that had appeared in the September 2009 version that outlined what the Commission would do and how it would measure progress had been moved to the SOI. The link between the two documents needed to be made more obvious to the Commission's stakeholders.

The board:

- a. **noted** the four responses received to the board's invitation to key stakeholders to comment on the revised strategy;
- b. **invited** the Chief Executive to meet with the four organisations in early May to discuss their submissions;
- c. **agreed** to defer consideration of a proposed final strategy and final report on the analysis of submissions the board's June meeting; and
- d. **noted** that a proposed response to possible policy issues and related strategic issues identified in the submission analysis process will be tabled at a later Board meeting.

Moved J Forbes **Seconded** M Bayfield **Carried**

6. Mapping Project

The Project Team provided an update on progress on the project. The board discussed the update and considered a draft communications plan for the project.

The board:

- a. **noted** the draft walking access mapping system communication strategy and action plan.

Moved P Brown **Seconded** B Stuart **Carried**

7. Delegations (powers and functions)

The board considered a paper proposing that specific powers and functions be delegated by the board to the Chief Executive.

The board:

- a. **noted** the advice received from the Commission's legal advisor that the board should delegate both powers and functions;
- b. **approved** the delegation of specific functions and powers; and
- c. **agreed** to sign the instrument of delegation.

Moved J Forbes **Seconded** M Bayfield **Carried**

8. Joint Signage

The board discussed progress on the project. The need for the Commission to have a consistent approach to signage was discussed and agreed to consider this at a future board meeting.

The board:

- a. **noted** the project plan, timeline and the additional resources being allocated to it; and
- b. **agreed** to discuss signage and branding at its next meeting.

Moved J Forbes **Seconded** K Booth **Carried**

9. Taglines

The Commission considered whether to use a 'tagline' as a useful descriptor of the organisation's core business and to provide a clear snapshot picture to people about what it does. The tagline would be used on Commission correspondence (including emails) and official material.

The board:

- a. **agreed** that the tagline "***NZWAC is the Crown Entity which promotes access to the outdoors***" be selected for the Commission; and
- b. **agreed** to use the tagline in Commission correspondence and official material.

Moved J Aspinall **Seconded** B Stuart **Carried**

10. Financial Update

In addition to the report on the Enhanced Access Fund, the Chief Executive tabled a report on the Commission's investment portfolio. The board reviewed both reports.

The board:

- a. **agreed** to the financial reports; and
- b. **agreed** to the sum of \$1,763,786.00 being the balance (before costs) of the Enhanced Access Fund as at 30 April 2010.

Moved P Brown **Seconded** M Bayfield **Carried**

11. Confirmation of Minutes

The board confirmed the minutes, subject to the changes discussed, of the meeting of 22 March 2010 as being a true and correct record.

Moved K Booth **Seconded** P Brown **Carried**

12. Matters Arising

At its 22 March meeting the board approved the establishment of an Audit and Risk committee and had requested that draft terms of reference be prepared for its consideration.

The board discussed the draft terms of reference and agreed that:

- The committee would be advisory rather than deliberative;
- The board could request a meeting of the committee; and
- Increase the membership of the committee from two to three.

The board:

- a. **agreed** to appoint Peter Brown to be a member of the Audit and Risk Committee; and
- b. **approved** the terms of reference for the Audit and Risk subcommittee, subject to the changes discussed.

Moved B Stuart **Seconded** K Booth **Carried**

13. Schedule of Significant Correspondence

The Board received the schedule of significant correspondence

Moved B Stuart **Seconded** J Forbes **Carried**

14. Other Business

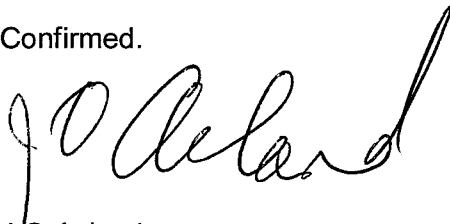
Future board meetings: The board agreed that future meeting agendas allow sufficient time for strategic and policy discussions, for example, additional access information, guidelines on uniformed legal roads, enforcement and monitoring role in respect to gazetted walkways, third party funding revenue options and Treaty of Waitangi relationships.

March Board meeting: the board formally thanked John Forbes and Maggie Bayfield for organising and hosting the board during the March visit to the Opotoki and Whakatane areas.

Forward meeting schedule: the board reviewed the meeting schedule for the next few months. The board confirmed that the July meeting would now be held on 2 August in Wellington.

The meeting closed at 3:00pm.

Confirmed.

A handwritten signature in black ink, appearing to read 'J O Acland', written in a cursive style.

J O Acland
Chairperson
14/06/10