

# MINUTES

## NEW ZEALAND WALKING ACCESS COMMISSION MEETING

24 August 2009, The Terrace Conference Centre, 114 The Terrace,  
Wellington.

**Board Members:** J Acland (Chair), J Aspinall, P Brown, M Bayfield, K Booth, J Forbes, B Stephenson, B Stuart.

***In attendance:***

M Neeson, H Donaldson; P Litras (part afternoon), B Lynch, D Parker (morning only)

### Opening Comments

The Chair opened the meeting at 8.30 am and welcomed attendees.

#### 1.1 Apologies

No apologies were received.

#### 1.2 Conflicts of Interest Register

B Stephenson advised a conflict of interest with respect to possible sponsorship of a FMC half-day forum in Auckland on Saturday 31 October 2009.

#### 1.3 Confirm Agenda

The tabled Agenda for the meeting was confirmed by the Board.

The Board noted that the agenda structure was changed to reflect the recommendation by Graham Nahkies that the **important** be discussed before the urgent.

### Mapping

Debbie Parker from MAF Strategy and Performance Group (monitoring unit) joined the meeting for the two mapping presentations.

#### Tony Amar presentation on GIS mapping

Tony Amar, a MAF GIS consultant, briefed the Board on GIS mapping and the matters that the Board should consider with the mapping project. He noted that GIS standards are still being developed in New Zealand and that the GIS systems and information management evolve - the system will never be "perfect".

#### Terralink Presentation

Greg Huddleston (General Manager), Chris Weir (Project Manager), and Mark Wolstenholme (Account Manager) from Terralink and Harley Prowse from GBS (Geographic Business Solutions) provided a presentation on the Terralink/GBS proposal and the next steps. They explained that the GBS role in the consortium will be to build the website.

Terralink's presentation included an exploration of a solution to deliver functionality, plus the accountability arrangements, resource requirements and staging required.

Terralink and GBS saw themselves working with the Commission over the long term; that the first stage of the mapping system development should be kept simple and should be the first of several stages to give the Commission and users time to test and understand its capability; that the content of the initial mapping system will be determined at the scoping stage (which follows immediately after contract completion); and that the Commission's base system could be extended later to meet user needs.

Terralink and GBS left after lunch.

### Review

After the lunch break the Board discussed the presentations and agreed that the next steps for the Commission are to update the business case; for the Board to agree to the updated business case (members asked for a marked up version to be circulated that shows changes from the July meeting Agenda 1.5 business case previously provided); and approve signing of the contract.

At the July forum the key stakeholder groups were asked to nominate stakeholder representatives to the mapping project steering committee. No responses had been received to date. M Neeson advised that he has followed up with Fish and Game New Zealand; B Stephenson recommended Robin McNeill, an Invercargill based engineer who works with Venture Southland, and J Aspinall said that he would follow up with Federated Farmers to gain a landholder nominee.

## **1.4 Strategy - Commission priorities**

J Acland and J Aspinall are to meet with the Minister of Agriculture (Hon David Carter) in Christchurch on 4 September to discuss the Commission's Four Month report.

It was agreed that quick press releases on major board decisions should be made after board meetings. For example, the Commission's July forum was very successful and had key groups talking to each other. This is a significant achievement (and photograph opportunity) which should have been publicised.

The Board noted the need for a process to begin discussions with territorial authorities on the Commission's work.

The Board noted that the process surrounding the contestable fund must be transparent. The process was discussed at the June meeting and a revised paper is being drafted for the September meeting. Members asked that the paper be circulated in advance by email once it has been completed to enable decisions at the September meeting.

The Commission staff were asked to investigate the possibility of matching the funding in the contestable fund with funding from private sector sponsors. As the greatest opportunities to augment the fund are likely to occur before the fund is used such financing needs to be addressed before significant expenditure is incurred.

A sponsorship policy that shows value for money is to be prepared for a subsequent board meeting.

The mapping presentation to key stakeholders should take place about November 2009 after the Commission has had an opportunity to scope the content of the website.

The Board:

**Agreed** to the proposed action plan, as amended.

**Moved** M Bayfield

**Seconded** J Aspinall

**Carried**

### 1.5 Follow-up to Nahkies presentation

G Nahkies is to be asked to lead a governance workshop at the September meeting if he is available on that date, or alternatively at the November meeting.

### 1.6 Next actions on draft Strategy and Code

The Board noted that the reference to “stakeholder groups” in action item [8] are meetings with targeted groups, not public meetings.

The Board:

- a. **agreed** to the process to develop the draft National Strategy on Walking Access , allow members of the public to comment on the draft National Strategy, and issue the National Strategy;
- b. **agreed** to the process to develop the draft Outdoor Access Code, allow members of the public to comment on the draft code, and issue the code; and
- c. **agreed** to a 8 – 12 week consultation period.

**Moved** P Brown

**Seconded** K Booth

**Carried**

### 1.7 Confirm Minutes

The Board confirmed the minutes of the Board meeting of 30-31 July 2009, with one correction, as being a true and correct record.

**Moved** J Forbes

**Seconded** M Bayfield

**Carried**

### 1.8 Matters Arising

Any matters arising were discussed as part of the agenda.

### 1.9 Correspondence

The correspondence was received.

The Board asked the staff to add any items of particular interest to the schedule, for example, approaches to the Commission for advice and problems. H Donaldson advised that he would circulate a schedule of current operational matters.

It was noted that the Crown Law Office has been asked to review its paper on easements of 3 August 2009 and that legal advice should not be circulated.

## 2.0 Revised Four Months report to 30 June 2009

The Board asked staff to consider revising the format of the next report due, (the quarterly report to 30 September 2009), by bringing the positives (in pages 2 and 7 of the June report) together to the front of the report.

One amendment was noted. On page 7 change “*Te Raroa Treaty of Waitangi negotiations settlement process*” to Te Roroa.

M Neeson advised that it is intended that the next report would contain a table illustrating the types of queries raised to which the staff respond.

The Board

**noted** the revised Four Months report to 30 June 2009.

**Moved** J Forbes                      **Seconded** J Aspinall                      **Carried**

## 2.1 Corporate Identity

The Board agreed that orange should be the dominant colour because it stands out in the outdoors.

The Board asked staff to consider various colour schemes for “option 22” (the preferred option) and to consider a variation for signage for fenceposts.

The Board

**agreed** on “option 22” as the preferred logo.

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

## 2.2 Māori name for the Commission

The Board

- a. **agreed** that for the Maori name of the Commission is to be *Te Ara Hīkoi Aotearoa* (Walking Pathways New Zealand);

and that the Maori by-line of the Commission to use as required is to be *Whāia ngā tapuwae o ngā Tūpuna* (Follow the ancestral footprints (or footsteps))

**Moved** J Acland                      **Seconded** P Brown                      **Carried**

## 2.3 2010 Meeting dates

Amendments to the circulated list of proposed meeting dates are: 8/02/10 to be 15/02/10 at Cromwell and the proposed meeting on 13/09/10 at Marlborough to be on 20/09/10.

The Board

**agreed** on the proposed meeting dates as amended (subject to advice from the Chairman on his availability for the proposed dates).

**Moved** J Forbes

**Seconded** M Bayfield

**Carried**

### **General**

The suggestion by J Aspinall of advertising on the mapping website was agreed to in principle and is to be investigated by Commission staff

B Stephenson will provide a paper on Appendix B of the Board's Code of Conduct for the next meeting.

The meeting closed at 3.45 pm.

### **Note:**

Subsequent events mean that the next meeting is on 30 September in Christchurch and not in Wellington.

### **Approved**

J O Acland  
Chairman  
30/09/09