



## **Nominations for Kaiteriteri Recreation Reserve Board 2024**

Nominations are sought for the Kaiteriteri Recreation Reserve Board (the Board) which controls and manages the Kaiteriteri Recreation Reserve and Kākā Point Historic Reserve (the Reserves), near Motueka. We invite nominations from skilled and enthusiastic people to be considered for appointment to the Board. Appointees will begin their five-year term from 5th March 2025.

The Board was established under the Reserves Act 1977. The Board is appointed by the Minister of Conservation to control and manage the Reserves.

### **1. Nominations**

Nomination forms are available here: [www.doc.govt.nz/kaiteriteri-recreation-reserve-board-nominations](http://www.doc.govt.nz/kaiteriteri-recreation-reserve-board-nominations)

**Completed nomination forms should be sent (preferably in Word format) to [nominations@doc.govt.nz](mailto:nominations@doc.govt.nz) by 5pm Friday 27<sup>th</sup> September 2024.**

People can self-nominate or submit a nomination on behalf of someone else (with their consent). Existing Board members may seek reappointment, and all nominations will be considered.

### **2. Kaiteriteri Recreation Reserve Board Functions**

The Board is a self-funding Crown entity comprising seven members, one of which is an ex-officio position filled on delegation from the Director Operations for the Northern South Island region of the Department of Conservation.

The Board has held guardianship of one of Aotearoa's most loved natural environments and busiest visitor destinations, hosting more than 10,000 visitors a day in the peak period, for the last 88 years.

The Reserves provide a range of offerings across 250 hectares of Crown land. These include the campground, cabins, premium apartments, On-the-Spot Store, Waterfront Restaurant, Gone Burgers Takeaways, gold-level Kaiteriteri Mountain Bike Park, Kākā Point, the Kaiteriteri estuary, surrounding forestry, and the world-famous golden sands beach. The location is also of great cultural significance to mana whenua.

A Chief Executive Officer reports to the Board and leads a team of eight managers responsible for Finance, People and Safety, Marketing, Guest Services, Operations, Retail, Food and Beverage, and Mountain Biking. In the summer peak, the Board employs more than 150 staff and has a growing annual turnover exceeding NZD 8.8 million, on an asset base recently valued in excess of NZD 30 million. All revenue from the Reserves is invested back into the Reserves to maintain and enhance their social, economic, environmental, and cultural values.

The [Kaiteriteri Recreation Reserve and Kaka Point Historic Reserve Management Plan 2015](#) is a statutory document (under the Reserves Act) which sets out objectives, policies and operational management actions for the Reserves.

The Board's 5-year strategy is focused on strengthening the commercial offerings through a range of investment and improvement projects, including investing in the right people, partnerships, and sustainable kaitiakitanga responsibilities to continue to deliver on the mission of being the very best coastal outdoor recreation experience in New Zealand.

(Kaiteriteri Recreation Reserve Board Annual Report – 5-year strategy Page 12-13)

Other businesses operate on the Recreation Reserve and across the foreshore under concessions granted by the Department of Conservation, which are managed by the Board for compliance. The Board also contributes significant sponsorship to community programmes, events, sporting and environmental partnerships and has been recognised for this through the receipt of national awards.

Further information on the Board's activities and the Board's Annual Reports are available at <https://experiencekaiteriteri.co.nz/about>.

### **3. Skills and Attributes**

Members are appointed for a range of factors including their skills, experience, expertise, connection to Kaiteriteri and commitment to the Reserves.

As well as governance experience, other key skills and attributes required for the Board include:

- Strong strategic planning and visionary outlook
- Commercial acumen with focus on finance, operations, marketing, audit and risk
- Commitment to promoting good organisational culture, including wellbeing, health and safety
- Understanding of the Treaty of Waitangi and how it applies to managing a reserve
- Legal and legislation – including statutory, commercial, and employment law
- Ability to collaborate and work in partnership, particularly with iwi
- Industry experience within tourism, hospitality and retail
- Experience in managing recreational experiences and conservation, historic and cultural values
- Strong enthusiasm to manage the Reserves for the benefit of the public.

In the appointments process, consideration will be given to ensuring that the required skills are present across the Board as a whole.

### **4. Term of appointment**

Appointments are for five years from 5th March 2025.

### **5. Time commitment**

The Board meets monthly. There will also be time required for researching issues, preparation time before meetings, liaison time and public consultation. The Chairperson can expect a considerably higher time commitment, typically involving weekly meetings with the Chief Executive Officer.

### **6. Fees and allowances**

Board members are paid for attendance at meetings and other approved activities. Direct expenses incurred to attend meetings, such as travel costs, are reimbursed on an actual and reasonable basis.