

Information for Potential Chairs of the Orton Bradley Park Board

Orton Bradley Park

Orton Bradley Park is a 650-hectare private farm park located on Banks Peninsula that was gifted by R O Bradley “for the just benefit and enjoyment of the people of New Zealand”. The Park is managed and owned by the Orton Bradley Park Board, which was established by a private act of Parliament (the [R O Bradley Estate Act 1972](#)).

Membership of Orton Bradley Park Board

The Chair of the Board is appointed by the Governor-General on the advice of the Minister for Land Information and must be a permanent resident of Canterbury.

Local authorities and non-government organisations appoint the other Board members. The Christchurch City Council, Canterbury Farm Forestry Association, Canterbury Horticultural Association, Automobile Association, New Zealand Forest and Bird Protection Society and the Canterbury Arboretum Association appoint members.

Position Description

It is the Chair’s role to facilitate the Board’s management of the Park. The Park must be managed in accordance with the R O Bradley Estate Act and in the spirit of Mr Bradley’s will as outlined in the Act.

Term of appointment

The appointment is for three years and there is no limit on the number of terms a chair can serve.

Payment

This is an unpaid position; however, members of the Board shall be entitled to receive from the Board a refund of reasonable expenses in respect of their attendance at meetings of the Board or otherwise in transacting the business of the Board.

Time commitment

The Board currently meets between 10 and 12 times a year. In addition to preparing for these meetings, the Chair will need to be available to carry out other duties that may from time to time be necessary for the functioning of the Park.

Role of the Board

The management of Orton Bradley Park is complex as it seeks to balance multiple land uses, recreation activities and revenue streams.

<i>Land uses</i>	<i>Recreation activities</i>	<i>Park revenue</i>
<ul style="list-style-type: none">• Landscape values• Farming• Arboretum• Historic Buildings and farm infrastructure• Golf Course• Tennis Courts	<ul style="list-style-type: none">• Outdoor recreation• Walking tracks• Mountain Biking• Orienteering• Picnicking• Camping• Adventure playground• Events	<ul style="list-style-type: none">• Grants• Donations• Gate takings• Camping fees• Leases (golf course, farm, house)• Firewood sales• Hire of grounds and faculties for private events• Memberships

There is also a need to reconcile the different needs a diverse range of park users while being mindful of R O Bradley's vision and the desires of the local community.

Skills and Experience

There is no fixed set of skills needed for this position, however, some or all of the following are desirable:

- A commitment to and interest in the Park.
- Connections to the community in which the Park is situated.
- An interest and experience in:
 - Conservation,
 - Outdoor recreation, or
 - Farming.
- Experience in formal meeting procedures, preferably as a chairperson.
- An ability to manage the relationships between the diverse stakeholder groups.
- Project management experience.
- Team leadership skills.

Conflicts of Interest

People interested in being members of the Orton Bradley Park Board will be asked to supply details of any potential conflict of interest to determine whether any interests exist, and if they do, whether they:

- are unmanageable and therefore preclude appointment; or
- can be managed.

To maintain the confidence of the Government and the public, boards and other bodies must conduct their affairs impartially and be seen to be doing so. An interest arises where a person has a financial, familial or other personal interest in a matter that could give rise to bias or the appearance of bias in the work of an agency.

A conflict of interest will not necessarily bar an appointment. New Zealand's comparatively small population, and the limited number of people who possess particular combinations of skills and experience, mean it is always possible that the question of interests will arise. This will tend to put a focus on identifying and managing interests, rather than disqualifying all those who have interests.

Candidates for Crown entity boards are required to identify whether they (or a partner, child or other close family member or friend) have or are likely to have any financial, personal or professional interests that might create a conflict if they were to be appointed.

The key points in respect of conflicts of interest are:

- 1 *Perception:* If it can be perceived there is a conflict then there will be a conflict regardless of whether the conflict is real or actual.
- 2 *Financial Interests:* Are always a conflict of interest and must be declared. A decision will then be made on whether the conflict is of a nature that it can be managed.
- 3 *Recording:* Any conflicts financial or other must be declared to the Chairperson of the Board as soon as possible in advance of Board discussion on the issue which gives rise to the conflict. The conflict should be recorded in the Boards minutes.
- 4 *Managed:* The Board must agree on the process for managing the declared conflict of interest.

As part of the appointment process, the Minister should be confident that every actual or potential conflict of interest that can reasonably be identified has been identified, and where a conflict of interest has been identified, an acceptable mechanism or system has been proposed or established to deal with the conflict appropriately. Applicants will be asked to disclose any conflicts of interest and propose mechanisms to deal with them as part of the application process.

Additionally, interests held by a member's family as well as the member personally may change over time. The issues with which a board or body deals with will also change. Throughout a member's term of office, actual and perceived conflicts of interest must be borne in mind as interest, conflicts, and context change. All boards are expected to have a

register where interests are recorded. All board members need to review their interests regularly and add or remove them from the register as soon as the circumstances require it.

Further guidance on the management of interests and conflicts can be found on the Office of the Auditor-General website:

<https://oag.parliament.nz/2020/conflicts/overview.htm>

Probity

People who seek to be appointed to the Board will also be asked to consider whether there is anything in their personal background which could embarrass the government or the Board if it became public in the future. They will be asked to either:

- provide an assurance that there are no such elements in their background; or
- if there are, to provide details for consideration in the appointment process.