



Te Taumutu Rūnanga Executive Hui

1.

NGĀ MINITI - MINUTES

6pm, Tuesday 17 March 2020 – Rūnanga Office, Sockburn

Karakia:

Liz Brown

Tae ā-tinana - Present:

Liz Brown, Rulon Nutira, Graham Nutira, Bridget Robilliard, Trish Harrison Hunt (late), David Perenara-O'Connell (late)

He Whakapāha - Apologies: Liz Hill Taiaroa, Trish Harrison Hunt (lateness)

HUI OPENING

In Attendance: Megen McKay (Kaihautū), Rose Nutira (Minute Taker)

1. COVID-19 Update (Instead of Staff Update)

- Rāpaki, Wairewa, Koukourārata, Ōtākou and Tūāhuriri (following a current Tangi) marae are all closed until further notice
- TRoNT email received recommending each papatipu rūnanga contact all members and make a list of any who have underlying illnesses, elderly or have any other high risk.
- Staff had a COVID-19 hui and made a proposal to the Executive on the Taumutu response.
- Executive considered the proposal and made the following decisions:
 - (a) TRoNT email: With over 26,000 registered members, Taumutu rūnanga cannot implement this recommendation.
 - (b) Staff: Megen to make all staffing decisions and acknowledged that arrangements have been made for office staff to work from home if needed
 - (c) Marae: Closed from Monday 23 March for four weeks – decision to be reviewed in three weeks
 - (d) Rūnanga events: Mahinga kai wānanga to go ahead and, to align with the marae closure decision, all wānanga from the four weeks beginning Monday 23 March are to be postponed
 - (e) Taumutu community/whānau: Staff not to make any direct contact and instead each whānau are to engage with their kaumātua. Acknowledged that we may have a responsibility to those kaumātua who are actively engaged with Taumutu rūnanga and it is for each Executive/staff member to support those members of their whānau.
 - (f) Tangi/Urupā: Whānau to be encouraged to have the tupapaku at home. If whānau insist on coming to the marae then this issue will be further considered. Initial urupā contact is Malcolm Wards who usually organise the grave digging in the correct space and Graham Nutira to be second contact. Although the office staff have SICoN contact details and can assist the marae trustees, SICoN are not to be engaged without Malcolm or Graham engagement and consent.
- Megen has engaged with the Chair of the Charitable Trust on their responsibilities as a landlord. It was noted that they currently are landlord for one property (765 Leeston-Taumutu Road) because Whakamatakiuru (Fisherman's Point) is a lessee/lessor relationship.

2. Conflict of Interest disclosures

Noted

3. Executive Hui – Previous minutes

Minutes 18 February 2020

Moved the acceptance of the January 2020 minutes (missed in February hui)

Liz Brown/David Perenara O'Connell

Carried

Matters Arising

- *Stakeholder Relationship Management – Te Rūnanga o Ngāi Tahu Office:* Liz Brown is still awaiting a response from Julian as to who our relationship manager will be.
- *Te Waihora:* Graham noted that he found out recently that there was to be a relationship hui between the holders of the resource consent and queries how the Taumutu Lake Opening Committee was going to be included in that hui. Megen tabled the email she received and sought guidance on the Taumutu invitees. Instructed to invite all committee members and one staff member in support.

Moved the acceptance of the February 2020 minutes

Liz Brown/Graham Nutira

Carried

DECISION MATTERS

4. Executive Action Points

- **Strategic Plan:** Currently on hold pending the Governance Review being held. Rangimarie Takurua is unavailable, Jane Huirā's availability not determined. Liz to follow up with Jane before 20 March for her availability.
- **Whānau Christmas Function:** Executive led and to remain as a morning tea following the annual church Christmas service. Budget accordingly.
- **Kaumātua Christmas Baskets:** Executive led, status quo.
- **TRoNT Whakapapa:** Refer this back to the Ruahikihiki agenda. Staff to contact Joseph Hullen for information prior to the wānanga.
- **Environment Canterbury Ngāi Tahu Representation:** Liz Brown attending meeting with Te Kahui Kahukura members to (a) decide whether to support the approach to appoint two advisors and (b) if so, agree on the appointment process. Taumutu position to date has been to support the appointment of two Ngāi Tahu as advisors to Council. Agreed to maintain that position.
- **Whakaora te Waihora:** Kaitiakitanga Portfolio to be the relationship manager.
- **Selwyn District Council matters:**
 - *Draft annual plan:* SDC have not contacted Taumutu staff so do not progress.
 - *Waitangi Day:* More info to come on budget and therefore whether to offer the Citizenship Ceremony in 2021.
 - *Lake opening protocol:* Noted it was in place, council suggested it would be helpful to have clarity on the process to start the lake opening process outside of normal business hours.
 - *Road Safety outside Marae:* Council staff member advised reducing speed limit and increased signage possible, but unlikely to make a difference because information suggests that it is largely Taumutu whānau members who are speeding.
 - *Kaumātua Services:* Unclear what these means so ignore and do nothing.
 - *Boat Creek Project/South Rakaia Huts:* Referred to Kaitiakitanga Portfolio.
 - *Climate Change:* Nothing expected from Taumutu.**ACTION:** Request road signage and a reduce speed limit to 50km/hour outside the marae, if possible.
- **TRoNT Senior Managers hui:** Liz Brown has provided direction to Megen that the focus is a staff to staff hui rather than governance.
- **Dept of Conservation Relationship Manager:** Issues at tribal level, our input to be maintained at Executive level.
ACTION: Taumutu staff to complete a stocktake of current engagement with DOC.

5. Haea Te Awa

An action point from the January rūnanga hui was for the TRoNT Representative and Executive to determine leadership of this kaupapa and agree on processes moving forward. Taumutu rūnanga would not make any

application to Haea te Awa without a process to determine our projects that we want to submit for funding. Likewise, no whanau application will be endorsed without a process agreed.

Haea te Awa roadshows have commenced and we are now aware of an opportunity for our Kaitorete Project to be a pilot project for the fund. It meets all the funding criteria. To ensure compliance with the January rūnanga hui instructions and take advantage of the opportunity, we need to agree on a process/test for rūnanga project applications.

Moved that:

(a) Taumutu test for projects is:

- Does the project advance a rūnanga strategic priority?
- Is the project aligned with our tikanga, values and principles?
- Does the project have financial potential, e.g. profit and loss forecasts, affordability and risk considerations.

(b) Agreed to apply to Haea te Awa for the Kaitorete Spit project

Liz Brown/Graham Nutira

Carried

6. **Marsh Whānau Reunion Requests**

(a) Presentation request: Due to COVID-19, no rūnanga members available to present at the reunion

(b) Logo use has been approved. Although designed by aunty Cath Brown, it has been gifted to the rūnanga to use for all rūnanga purposes, which extends to non-commercial whānau use.

7. **Workplace Culture Workshops**

Presentation tabled by Megen. The expert/trainer recommended a joint session between the Executive and Staff on workplace culture. With the staff and Executive numbers being so low, having different ideas on workplace culture and values will not work. Supported in principle. Document to be circulated and decision to be made at the next Executive hui.

8. **Health & Safety – Policy & framework adoption**

Endorsed the staff recommendations to undertake a H&S review for the rūnanga, the scope of the rūnanga and stages involved.

Moved the adoption of the Papatipu Health and Safety Policy & Framework dated July 2016

Liz Brown/Trish Harrison Hunt

Carried

9. **Tangi Koha – Taua Tia Te Aika**

Moved approval of a \$250 koha for Taua Tia Te Aika tangi

Liz Brown/Trish Harrison Hunt

Carried

Agenda Decision matters held over:

- Portfolio hui – Priority Matrix (Paper tabled)

DISCUSSION MATTERS

10. **Kaitorete Spit**

Megen provided a verbal update, specifically around the establishment of the companies and roles of the Inc Society and Charitable Trust

11. **TRoNT Rep – Report to Executive**

David gave an update on Haea Te Awa

12. **NT Chairs Forum**

- Written report tabled which Liz Brown spoke to
- Discussed: Water, Haea Te Awa, Papakainga (possible urban development e.g. Princess Margaret Hospital site)
- Liz presented on Regional Collectives. There is to be further discussion at the next Chairs Forum, which is in Ōtākou.
- There is funding available for ongoing NT Chairs Forum.

13. **March rūnanga hui – Action Points**

- **Climate Change** – Remove from list as Sef and Rachel will work together on this kaupapa
- **Te Waihora** – Letter to Kura Taka Pini. Megen instructed to draft and have Liz Brown approve. Complete.
- **Fisherman’s Point Water supply** – Written update (email 16 March 2020, 2.06pm) tabled

Late agenda items:

14. **Fairton LP - Water bottling**

Kaitiakitanga portfolio staff member, Sefeti Erasito, sought a clear direction from the portfolio on the Taumutu position on the water-bottling resource consent. Portfolio members had differing opinions and Sef has not received clear instructions. The matter is time and politically sensitive (relationship with two papatipu rūnanga). Megen seeks direction from the Executive what to do in this situation where staff have been unable to receive clear, agreed instructions.

The water bottling position was then discussed.

Bridget, Kaitiakitanga Portfolio leader, agreed to take leadership of the matter by suggesting an alternative that supports the tino rangatiratanga of other papatipu rūnanga but keeps Taumutu position on water-bottling open for further discussion.

15. **National Policy Statement – Tsunami Evacuation Plan – Late paper**

Megen raised a late agenda item.

Late this afternoon Mahaanui Kurataiao Limited contacted Megen with an urgent decision to be made. The District Plan is due to be finalised tomorrow and Taumutu need to decide whether to opt into having our own ‘Tsunami Evacuation Plan’. No further details are known.

ACTION: *Too short-notice and insufficient information to make any decision.*

16. **Ahumairaki - Lincoln University**

Liz Brown raised a late agenda item.

Some months back the Hauora Portfolio authorised Liz to complete a review and update of the MOU between Taumutu & Lincoln University Chancellor. Liz has completed the review and advises that no significant changes are required, just very minor details around mihi whakatau, etc. On that basis she confirmed the amended MOU with Lincoln University and the Vice Chancellor has signed it. She will circulate the MOU to Executive members, but in the meantime, seeks agreement that she is to sign and return the MOU to Lincoln University. Agreed but noted that the purpose of the review was to better engage with Lincoln University. The Hauora Portfolio is asked to note six projects/strategies to improve the relationship/implement the MOU.

ACTION: *Refer Executive request to the Hauora portfolio.*

17. **Urupā**

Liz Brown raised a query on behalf of Uncle Donald Brown. He had received a call from Edna Sheehan regarding their whānau urupā maintenance/upgrading burial sites. Advised to direct all whānau enquiries to Malcolm Wards or Graham Nutira as marae trustees. Staff to complete an updated map of the Urupā.

18. **Tangata Tiaki Issues**

David Perenara-O’Connell raised an issue on behalf of Uncle Donald Brown. Pip Tainui (Ōnuku) had stated that customary take permits issued by Taumutu did not extend to Pāua in the Akaroa Harbour. But, it was gazetted for Taumutu Tangata Tiaki to be able to issue permits from the Headland at Akaroa through to the Hakatere/Ashburton River.

ACTION: *Referred to Sef, Kaitiakitanga Staff member, to follow up/engage/clarify.*

19. **Ngāi Tahu Fund**

After discussion it was agreed that one consolidated application for all portfolio projects. Do not separate out tamariki day funding and request an annual commitment for that specific kaupapa.

Agenda Discussion matters held over:

- Te Waihora – Kaitiakitanga/Executive divide

- Hauora – Mātauraka and Te Reo Wānanga report back
- Hauora/Ruahikihikitanga – Oranga Whānau and Te Reo Strategy divide
- Relationship Matrix – Verbal Updates

MATTERS FOR NOTING

The following matters were noted:

20. Marae bookings summary
21. Budget Porcess and timeframes
22. Research Strategy
23. March rūnanga hui minutes for Executive approval

GENERAL BUSINESS

Nil

HELD OVER FROM PREVIOUS HUI

The following matters were held over from previous hui and deferred to next hui:

24. Urupā roles and responsibilities
25. Honoraria
26. Te Rōpū Tuia – Chair payment
27. Constitution ambiguity
28. Te Waihora ACE quota

BOARD ONLY TIME 9.00 – 9.20pm

Rose and Megen left the hui

HUI CLOSING

Karakia: Nil

Closed: 9.20pm

Next Hui: Tuesday 21 April 2020

IN-COMMITTEE

Kaupapa	In-Committee Reasoning	Status of Confidentiality
Complaint	Privacy issues	To be reviewed quarterly