



# TE TAUMUTU RŪNANGA INC SOCIETY

## Executive hui Minutes

Tuesday 16 June 2020

Location: Zoom

### KARAKIA

Liz Brown

#### Tae ā-tinana - Present:

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

#### He Whakapāha - Apologies:

David Perenara O'Connell (lateness), Trish Harrison Hunt (left early)

### HUI OPENING

*In Attendance:* Megen McKay (Kaihautū)  
Rose Nutira (Minute taker)  
Dardanelle McLean Smith (Kaitohutohu Hauora) presenting part way through the hui

Minutes of the May Exec hui included in the agenda; any comments/redactions to be sent by email to Megen

Noted that this hui (June) to be recorded for minute taking purposes, which was agreed to by all attendees.

### COVID-19 UPDATE

- *Whānau Ora Navigators*
  - Funding approved for a Navigator - FTE for 12 months starting 1 July 2020
    - To meet with Huata Arahanga (Contract Manager – Te Putahitanga)
    - Contract to be designed
    - Advertise the position
    - First three months of the contract spent developing the plan, with the remaining 9 months implementation
- *Te Rūnanga o Ngāi Tahu*
  - \$5000 Oranga grant secured to support rūnanga to develop a Whānau Wellbeing plan
- *Pork Distribution*
  - Reports for the past 3 weeks tabled
  - This opportunity continues to be advertised via facebook, e pānui & word of mouth.
- *Economic Development & Employment Response*
  - ChCh NZ – Food & fibre, start up support. May work well with other initiatives we have. A hui has been scheduled.
  - Te Kahui Kahukura has been discussing opportunities for a collective cluster of employment & economic opportunities. Environmental Services specific project plan was drafted to create a collective employment & economic opportunity across 6 rūnanga, following a hui Liz & Megen had with Murihiku Rūnanga who have already been working in this space and they provided valuable information. Opportunities include nurseries, growing and planting plants, weed & pest control, cultural monitoring and fencing. Presented and approved by Te Kahui Kahukura. Funding application for a feasibility study was written and submitted. Positive feedback has been received, update to be provided by the funders in due course.
  - Te Waihora Co Governors have been engaging with Ngāi Tahu & ECan on commercial and employment opportunities connected to Te Waihora.
  - Marae Redevelopment funding has been discussed with TPK by Puamiria. Issue correcting the gazette notice is progressing to enable funding to be secured.

- Kaitorete Spit progressing.
- *Late agenda items*
  - Mana Whakahono agreements with SDC – Raewyn to write an information paper to Executive.
- **Dardanelle welcomed to the Zoom Hui making 3 presentations to ngā executive:**

#### **Taumutu Annual Report 2019 - 2020 year**

- Report last year was large and printed off site. This year it can be produced & printed in house.
- Dardanelle leading this project, DRAFT report expected 17 August.
- Recommend similar format this year, Exec to receive copies two weeks early, with presentation to whanau on the day. Hard copies to also be available.
- Consider a digital report available on facebook and the website.
- Exec to consider how it is to be presented. Option to record key points by various individuals to present on the day.
- Following the COVID experience, Executive preference was for a smaller written report and instead focus time, pūtea and energy an audio-visual option that would go out via facebook to capture and engage as many whānau as possible. Could also be used as a presentation at the rūnanga hui.

#### **Health & Safety**

- H&S Review document given to exec earlier this year, that identified 4 stages:
  - Stocktake of current practices
  - Identify training needs
  - Implementation through a suite of documents
  - Reporting practices
- Stage 1 is mostly complete, just need to complete a governance stocktake, Megen to assist
- Health, Safety & Wellbeing Policy presented, seeking feedback.
- Aligns with our Strategic Plan.
- Document to be forwarded to Exec to review and provide collective feedback to Dardanelle before acceptance and adoption. Dardanelle to advise if any specific parts need more in-depth discussion.

#### **Marae Booking Review**

- Review document tabled
- Question to keep in mind when reading the document - Are the executive comfortable with commercialising the marae and/or advertising it as a commercial entity? Does the Executive endorse staff creating a plan to increase whānau bookings? Also discussed scoping and creating alternatives ways to engage with Taumutu rūnanga, other than marae.
- Document to be forwarded to Exec to review and provide collective feedback to Dardanelle

- **Dardanelle left the hui**

#### **Budget Update**

- Megen spoke to this
- Operational Budget only as Executive are working with Culture by Design to review strategic priorities
- Unspent funds information sent to portfolio leaders

#### **MKT Service Agreement – Review and Renewal**

- Megen spoke to this
- Decision Paper Tabled – MKT Engagement Protocols
- Executive to provide feedback, no decision required immediately

- Megen provided an update & spoke to this
- Haea Te Awa approved funding for project costs
- Graham advised to update the trustees when milestones are reached rather than on a regular basis

#### Te Waihora

- Megen provided an update & spoke to this
- Information tabled

#### Executive hui minutes – May 2020

- To be circulated by email for feedback and if none, adopted without redactions

#### General Business

- *Review of Grants* (suggestion from Strategic Planning) - On hold until Exec wānanga with Culture By Design is complete
- *Intellectual Property query* – Hauora Portfolio worked with UC to create Illustrative books as part of project run by UC Academic, Gail Gillon. Rangatahi illustrated the books at a wānanga late last year and were provided with a one-off Koha for their contribution. The project scope was to supply the books to some primary schools in the Hornby cluster and distribute to tamariki at Tamariki Day (done). The Portfolio and UC later decided to apply for an ISBN number to enable libraries to purchase the books and loan to members. The Portfolio and UC are now in discussions to open book sales to the public. UC would publish the books, run the point of sale, take their fees to cover costs and koha Taumutu any balance of the sale proceeds. The two items for the Executive to consider are:
  1. Who permits the sale of Taumutu IP? The Executive or is this power delegated to the Portfolios? Not covered in our Deferred Authorities Policy. If Executive, do they permit?
  2. Do the artists/illustrators have any legal or moral rights to future payments from the sale proceeds?Question 1 was not answered. Megen instructed to ask Chris Ford for advice on Question 2.

#### KARAKIA

David Perenara O'Connell



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Signed by Chairperson  
Liz Brown