



# TE TAUMUTU RŪNANGA INC SOCIETY

## Executive Board Hui Minutes

6pm – 8.00pm Zoom meeting

Wednesday 5 October 2022

No	Item
	<b>Hui Opening</b>
	<b>Karakia:</b> Puamiria Parata Goodall
	<b>Present:</b> Liz Brown, Trisha Harrison-Hunt, Puamiria Parata Goodall, Biddy Robilliard, Graham Nutira, Rulon Nutira (late), Liz Hill Taiaroa (late)
	<b>Apologies:</b> David Perenara O'Connell, Rulon Nutira (lateness), Liz Hill Taiaroa (lateness)
	<b>In Attendance:</b> Rose Nutira (Minute Taker)
	<b>Board Hui Previous minutes</b> <ul style="list-style-type: none"> <li>Redaction – Reference to staff salary</li> <li>Redaction – Reference to Leeston Heritage site extra comment added</li> </ul> <b>Moved</b> that with the above redactions, the minutes of the August 2022 Executive Hui are a true and correct record <b>Trisha Harrison Hunt/Bridget Robilliard</b> <b>Carried</b>
	<b>Matters Arising</b> <u>Executive Wānanga:</u> <ul style="list-style-type: none"> <li>Wayne Vargis (TRoNT) recommended Sean Barnes to facilitate, his focus is on 'impact outcomes'. Comes highly recommended, TRoNT would pay for his services.</li> <li>Exec keen to know more about Sean and his understanding of 'us'</li> <li>Call for other potential facilitator suggestions to be sent to Liz B.</li> <li>Interim Ops Manager role is only to 2 Dec 2022, w/ potential for the contract to be extended (still part time basis) to allow for Exec planning wānanga to be held/completed</li> <li>Likely January 2024 for wānanga <ul style="list-style-type: none"> <li>Suggest first session (consider current operational structure &amp; functionality)</li> <li>Suggest second session to consider if overall structure is fit for purpose in next 20 yrs eg: Inc Soc, Constitution etc</li> </ul> </li> </ul>
	<b>DISCUSSION &amp; DECISION ITEMS</b>
1.	<b>Operational Update</b>
	<u>Staffing Update:</u> <ul style="list-style-type: none"> <li>Rūnanga Operations Team paper tabled, to be emailed to Exec members</li> <li>Confirm roles and gives role clarity of operational staff</li> </ul>
2.	<b>EXTERNAL ISSUES</b>
	Nil reported

3.	<b>COMPLIANCE MATTERS</b>
	<p><b>Financial:</b></p> <ul style="list-style-type: none"> <li>Financial Update Paper emailed to Exec members</li> <li>Trish spoke to this             <ul style="list-style-type: none"> <li>FYE &amp; Audit to 30 June 2022</li> <li>Budget 1 July 22 – 30 June 2023</li> <li>Externally funded projects reconciliation</li> <li>External funding – proposed funding Approval Policy</li> </ul> </li> <li>Megen undertaken forensic analysis of the finances, with three problems identified:             <ul style="list-style-type: none"> <li>Series of journal transactions shifting pūtea, no missing money identified</li> <li>Te Makuru codes changes to std rūnanga codes, resulting in inaccurate recording, still to be fully checked</li> <li>Rūnanga account used to pay Te Makuru costs. Still needs to be checked for accuracy before funds are transferred from Te Makuru Account to the Rūnanga Account.</li> </ul> </li> <li>DRAFT Budget 2022-2023 to be circulated to Exec before being made available for November Rūnanga Hui</li> <li>Externally Funded Projects Reconciliation.             <ul style="list-style-type: none"> <li>Two types of external funding – Fixed and Flexible</li> <li>How can the Flexi Funding to be utilised? Consideration requested with further discussions to be had.</li> </ul> </li> <li>Proposed Policy on External Funding             <ul style="list-style-type: none"> <li>Review &amp; update the Financial Delegations policy</li> <li>Financial Risk with no agreement on who approves external funding applications. Staff/Portfolio's need instructions</li> <li>Following proposal to be included in Financial Updates Policy:</li> </ul> </li> </ul> <p><i>All external funding applications are to be approved in accordance with the table below (will be in table format in the updated Financial Delegations Policy).</i></p> <p><b>Marae operational matters</b>  <i>Definition: Anything related to the running of the marae.</i>  <i>Approvals by: Chairperson and Treasurer and, in the case of conflict, the Executive by majority vote.</i></p> <p><b>Marae land and buildings</b>  <i>Definition: Anything that will alter the physical land and buildings, except minor repairs and maintenance.</i>  <i>Approvals: Marae Trustee Chairperson and the Treasurer, and in the case of conflict, the Executive and Marae Trustees collectively by majority vote.</i></p> <p><b>Oranga initiatives</b>  <i>Definition: Anything related to the wellbeing of our people and community that includes health, education, justice, and housing. For the avoidance of doubt, this includes Whanau Ora initiatives, Pandemic Response, Papakainga Housing.</i>  <i>Approvals: Treasurer and Portfolio leader, and, in the case of conflict, the Executive by majority vote.</i></p> <p><b>Ruahikihikitanga initiatives</b>  <i>Definition: Anything related to the culture and identify of our people and community that includes Whakapapa, Tikanga and Kawa, Te Reo, Taonga Tuku Iho, Kapa Haka and Kaumatua.</i>  <i>Approvals: Treasurer and Portfolio leader, and, in the case of conflict, the Executive by majority vote.</i></p> <p><b>Kaitiakitanga initiatives</b>  <i>Definition: Anything related to the rights and responsibilities relating to the environment that includes Māhinga kai, Wāhi Tapu, Wāhi taonga.</i>  <i>Approvals: Treasurer and Portfolio leader, and, in the case of conflict, the Executive by majority vote.</i></p> <p><b>Te Waihora</b>  <i>Definition: Anything related to Te Waihora that does not fall into 1-5 above.</i>  <i>Approvals by: Chairperson and Treasurer and, in the case of conflict, the Executive by majority vote.</i></p>

**Te Makuru**

*The project will end in April and no further external funding will be sort.*

**Waikekewai**

*Where on marae land, as per 2 above.*

*Where not on marae land (or mostly not), approval by Chairperson and Treasurer and, in the case of conflict, the Executive by majority vote.*

**Moved that the proposed inclusions as noted above (in italics) be included in the Financial Updates Policy**

**Puamiria Parata Goodall/Rulon Nutira**

**Carried**

- New Ride on Mower needed for Marae
  - Old mower is broken, repair is financially unviable
  - Cost approx. \$16,749 incl GST, fit for purpose, can be ordered from Auckland by Doyleston Engineering, \$1000 discount
  - Financial delegations permit Executive to approve spending up to \$20k. Given the supply issue Liz B & Trish approved the purchase on the basis that staff identify any external funding that can be accessed and then apply.

**Moved that if applying for funding for the purchase of a Ride On Lawnower is unsuccessful, that Retrospective approval and agreement to utilise external funding is given.**

**Trisha Harrison Hunt/Liz Brown**

**Carried**

*Graham requested old mower set aside for marae trustee use if able to be fixed, it's not too expensive.*

- Executive Payments
  - Exec Honorarium Payments have been paid, comms payments still to be actioned
  - Large number of vouchers (Pressie Cards - denominations are \$150 & \$100) currently sitting in the office to be used for the Comms payments:
  - \$220 FYE 2022 & \$220 in advance FYE 2023 = \$40 to be upgraded to \$450pp with the following exceptions:
  - *David as TRoNT Rep is financed via TRoNT so not paid for his participation on the Executive*
  - *Puamiria as Ruahikihiki Portfolio Leader for current year to receive \$250 max*
  - *David as Ruahikihiki Portfolio Leader for past year to receive \$250 max*
  - *If you hold two positions only one payment is made*

**Moved that the Executive Communications payments are to be made via receipt of Pressie card vouchers**

**Trisha Harrison Hunt/Liz Brown**

**Carried**

**4. OTHER BUSINESS PLUS GENERAL BUSINESS**

**Māori Land Court (MLC) Update**

- Proposal is to hold a Marae Beneficiaries Hui immediately after the November 6<sup>th</sup> Rūnanga Hui. Minutes are to be recorded and then lodged with the MLC in time for the last Court Hearing for this year).

**SDC**

- Mayor Sam Broughton text Liz B confirming that the Council had signed off on the Relationship Document
- The Council have agreed to setting aside \$100k for supporting a Taumutu Representative on the SDC next year. Ngāi Tūāhuriri will also have the same amount set aside for their rep.

- A cc of the ECan/Ngāi Tahu document has been sent to SDC as a basis for the Ngāi Tahu Representative(s)/ SDC document.

#### **Burnham Military Camp (BMC)**

- Liz B and Rulon attended a hui at BMC
- Events coming up in November:
  - 51<sup>st</sup> year - Vietnam War anniversary
  - 5 November - Ceremony for the presentation of medals for soldiers in the 28<sup>th</sup> Māori Battalion where receipt of their medals was missed by their whanau. This event is for the entire South Island
- Rulon to be the lead on behalf of the Executive and will liaise with the relevant portfolio
- National Office personnel (Major Pennyweather?) came down to attend this hui.
  - The army are wanting to establish MoU's with manawhenua on their different bases. In the past they have had no engagement with manawhenua but now wanting to be more inclusive.
  - Needs to be mutually beneficial and not onesided.
  - May also need to engage with Ngāi Tūāhuriri, to be Taumutu led
  - Exec to meet w/Army to move this forward, Exec agree to progress this take

#### **Hornby Community property on Gilberthorpes Road (ex-Presbyterian Church and associated buildings)**

- Kaupapa is to retain the property
- Kia volunteered Rose Nutira as the manawhenua representative, Rose declined the offer.

**Moved that Sally Nutira be nominated as the Manawhenua Representative**

**Liz Brown/Trisha Harrison Hunt**

**Carried**

#### **Trolgar & Me Film**

- Kelly Tikao involved with this venture
- Locations within Taumutu Takiwā?
- Liz Hill Taiaroa to engage with Kelly Tikao

#### **General Business**

- Rulon Nutira
  - New role at MKT, as a Cultural Monitor/Advisor.
  - Could be a potential conflict of interest. Details to be sent to Rose to update Conflicts document.
- TRoNT Appointments Committee Update
  - Applications closed noon, 3 October 2022
  - Shortlisting hui is to be held Thurs 6 October, plus setting up the process for interviews
  - Anticipate the notification of the successful candidates will be made at the November rūnanga hui
  - All actions of the Committee are confidential
- Hui a Iwi – 25/26 November 2022 @ Arowhenua
  - Kapahaka people attending Te Atakura. Te Atakura funding to be used for possible transport, apparel etc for those attending
  - Kaumātua current funding available is \$1500
  - Office to contact kaumātua to confirm if they needed accommodation

**Next meeting:** 6pm, Wednesday 30 November 2022

**Karakia:** Puamiria Parata Goodall