



Minutes of Te Runanga O NgaiTakoto Board of Trustees Meeting Pioke House, Kaitaia, Friday 13 May 2016, 2pm

Attendees:

Jasmine Marino, Cyril Cook, Dion Hobson, Malcolm Karipa (Teleconference), Rangitane Marsden (CEO), Wallace Rivers (Chairman), Claire Tamati (Observer) Kaio Hooper, Awhirangi Marsden (secretariat)

Visiting Speaker: Kevin McLean (BNZ Portfolio Advisor),

Apologies: Trudy Brown-Patuwairua arrived 2:35pm

Karakia: Cyril Cook

Mihi: Dion Hobson

Meeting commenced: 2:15pm

Minutes from the 27 November 2015:

Resolution

Receive the Minutes of the last Te Runanga o NgaiTakoto Board meeting, 27 November 2015 as circulated with the board papers. Accept the Minutes as a true and accurate account of the meeting.

Moved:

Seconded:

Board Members: Minutes of November 27 2015 Accepted

Matters arising from Minutes of previous 27 November Board Meeting.

CEO identifies that NgaiTakoto are still in post treaty-settlement mode with a view of another 2-3 years worth of work to transfer settlement assets back whilst still setting up the PSGE and that the core functions of the Runanga still remain the same, which are:

1. Progress NgaiTakoto Treaty Settlement to completion – Asset Transfers
2. Establish and set up the NgaiTakoto Post Settlement Governance Entity

CEO Management Report

The Board meeting follows the format of the CEO Management - Activities Report, circulated to the Board prior to meeting, which covers the activities and actions of the organisation over the past 4 month period from December 2015 – April 2016 2015. Business actions and activities are reported on in detail within this report.

1.0 Work Task - CROWN: (Refer to CEO Management Report)

Aupouri Forestry Working Party - Rangitane and Craig Wells (NgaiTakoto) are on the working party to assist in the transfer of the Aupouri Forest lands back to the x4 Iwi and maintaining our position on NgaiTakoto land ownership / management.

After the 1st October the Iwi landowners will be required to decide on the future business of the forest alongside of Summit on matters such as replanting etc? Currently the future harvesting and planting areas are North of Hukatere, which is in the Aupouri/Ngati Kuri space.

Rangitane mentions any land South of Hukatere to Lone Pine is NgaiTakoto land and we alone will make decisions about the future use of that land, when the need arises.

Te Oneroa A Tohe Beach Board

The Beach Board has a planning meeting with the council next Friday (20th May) to develop the vision and purpose for the Beach Board.

CEO. 'How can we talk about the Beach Board when the Iwi haven't talked about our own iwi relationships within that space. There is an issue whether we attend the meeting and I don't think we should until we have a collective Iwi position on what the Beach Board is about.

Proposed Action Required: Resolution

NgaiTakoto will not participate in the development of the Beach Board until such time as the Te Hiku Iwi have collectively identified their own vision and purpose for the Board

***Proposed Action Rangitane Marsden
Secoded: Dion Hobson
Board Members: Agreed***

Te Hiku Conservation Board

The role of the Te Hiku Conservation Board was to support the Korowai Agreement - which was the management of Iwi / Doc Conservation lands. Rangitane presented the proposed Te Hiku Conservation Board document (Government Criteria) and also a amended copy containing his view of what the Board criteria should be.

Proposed Action Required: Resolution

NgaiTakoto's position on the Te Hiku Conservation Board is we support the Te Hiku Conservation Board redraft.

***Proposed Action: Rangitane Marsden
Secoded: Jasmine Marino
Board Members: Agreed***

Korowai Agreement

Rangitane: The conversation around the Korowai Agreement hasn't started yet which will be the beginning of the conversation with DOC, which then leads to the Conservation Board. We are currently reorganising this process into that order of process.

Land Title transfers

Rangitane: There are still title deeds that still require signatures from Wallace and Mangu and when completed should then give us completion and title transfer to the School properties of: – Paparore School, Awanui Primary & Waiharara School.

Post Settlement Meeting

A visit by Minister Chris Finlayson to review the progress on settlement outcomes with all Te Hiku Iwi is scheduled for June 21st in Kaitaia. Rangitane has proposed a meeting/day inviting the minister to the office showcasing what we in NgaiTakoto have done since the Treaty Settlement process (2012) to today and what investment has been put back into our people.

2.0 Work Task - PSGE:

A weekend of reviewing the assets in March with the Trustees' and Asset Representatives is leading to the development of a *Future Proofing the NgaiTakoto Iwi* strategic plan being developed alongside the transition of NgaiTakoto post-treaty settlement. (Refer to April Panui summary)

Ongoing work includes the review of both the constitution of the Governance Board and Trust Deed for the Charitable Trust and making sure they align with the investment strategy that is being set up with the corporate entity (Pioke Corporate). We also are required to develop a management agreement with the corporate entity as to how they may manage our future Assets / Investments.

We will include the Youth Strategy within this space as the next generation need to tell us what the future of those documents should be in order to develop the long-term next 20-year plan (NgaiTakoto 2046) whilst making sure their aspirations are reflected in the future Iwi strategy and that the corporate entity is driven by what the vision of the people is.

It also prompts thought for the next generation as to what their role and input is in the future direction, and leadership of NgaiTakoto is, and what that should look like. Initiatives that have started to progress this engagement and ongoing hui will be undertaken over the coming 8 months to develop that future 20 year *Future Proofing the NgaiTakoto Iwi* strategy.

We need to start identifying and progress the future succession strategy in order for the next generation to understand the future NgaiTakoto Business Strategy.

3.0 Work Task - VISION/ PURPOSE:

This process is about the beginning of engaging our young members in a succession strategy that underpins the 20/46 strategy of "*Future Proofing the NgaiTakoto Iwi*" to engage with and allow them to participate in shaping the NgaiTakoto future and how the vehicle (PSGE) might best serve to help get them there.

4.0 Work Tasks - OPERATIONS:

XERO: Accounting System is set up and training provided to staff by Sumpter Baughen. The new system has been operating since April 1st and is currently only managing the operational budget but has the ability to link across all entities in future;

- a) Asset Holding Company
- b) Charitable Trust
- c) Governance

Vehicles: policies have been put in place to record vehicle usage/mileage as of May 1st for insurance purposes and those leasing Runanga vehicles.

Vodafone: staff mobile/phone contracts have been reviewed and renewed making amendments accordingly.

Staff: Awhirangi, Lau'rell and Drew have updated and renewed their employment contracts till 2017. Kaio is still on secondment to Doc x3 days a week.

Office Upgrade: (Pending) Painting – re Puata whanau, Sliding Entrance doors, Air Conditioning Units and replacement of furniture for reception area.

Power Meter: Currently awaiting time/costs from Te Rarawa Runanga to establishing a separate power meter setup/installation for our portion of the Runanga building.

Contracts: (Funding) – Early Childhood Whakatipu A Nuku – based at Toka Tu Moana centre, we currently umbrella the contract money that supports the setup and operation of the Early Childhood Education Hub.

E Tu Whanau: We received funding from E Tu Whanau to support our festival; which we will seek to utilise a half portion received (5k) back into the Kaitia community for community initiatives such as sponsoring events etc.

Pioke Wananga: run by Muriwhenua Kapa Haka over a series of Wananga, another initiative we helped through admin support and we also umbrella the funding for that Wananga also.

Business Planning:

We are on task and tracking according to what we have agreed too within the business plan. The goal ultimately was by November 2016 that we would ratify the new PSGE structure. Concerns around whether this timeframe would be met due to settlement assets still being returned creates a view that we need to extend this date out to June/July 2017, with a review of this timeframe in July/August 2016.

Roadshow Hui are to be scheduled with our members to explain the need on why the extension for the ratification process is required, whilst also giving an update on the completed and ongoing work streams as rationale for the extension.

Audit - Investment - Budget:

A Financial audit of the period 2013 - 2015 is still currently being undertaken with our Accountants Sumpter Baughen of Whangarei and Inland Revenue.

The complexities of transitioning from a negotiations entity, to a settlement structure, (PSGE) require some work to make sure that the transition is flawless.

BNZ – (Reviewed circulated papers and introduction from Kevin McLean):

- a) Summary of Investments managed by BNZ Discussion led by Kevin and Board members.
 - b) Performance Summary to date - Te Runanga o NgaiTakoto Investments.
 - c) FNZ Custodians Limited - Summary of Investor Information
- Received \$2.7 – Aupouri Forest rentals as of 17th December 15
 - Received \$500k from Crown interest, \$137k of that amount for the NgaiTakoto Beach Board signage.

5.0 Work Task - COMMUNICATIONS:

Our website upgrade is continuing and further technology upgrades to enhance the system and make communication and information access more accessible, will be continued to be added over time.

The membership database continues to grow with the awareness of scholarships and other benefits.

Roadshow Hui aimed potentially for August in Kaitaia, Whangarei, Auckland and Australia.

(Dion Hobson departs meeting at: 4pm)

6.0 Work Task - BENEFICIARIES/MARAE:

Marae:

Trustee's report that Marae seem to have softened, with the realisation that the next generation are starting to step up and progress forward.

Conversations are being heard around the maintenance of NgaiTakoto Marae and other issues. Thoughts around Trustee's to have a conversation with their respective Marae to identifying what their needs are and report back to the Runanga and see how we can address those issues/needs whilst also taking into consideration a way to make things more efficient whether that be having a maintenance crew that tends to all Marae and Urupa or each Marae has one person tasked with that responsibility.

CEO questioned whether there is a willingness to look at an agreeable shared approach between the marae committee's as to how we can achieve this and the potential employment outcomes that this maintenance program creates.

Kaio asked about the letters sent on behalf of the Marae to the Runanga explaining not being part of the process, How does that work?. CEO confirms that the Marae would need to accept the need to move forward and agree to reengage with the outcomes of the settlement.

Trustee's state that as beneficiaries we should not be held to ransom because certain individuals don't want to move themselves or their marae forward. CEO explains our distribution is to beneficiaries and if beneficiaries are going to lead that change, then we will work to progress that.

Festival:

(April Panui used as festival report with the festival budget circulated prior to meeting).

The Festival was within budget and received funding from E Tu Whanau which we have decided will in portion be used elsewhere within Kaitaia community events The next scheduled festival will be held at Christmas 2017 with a model that Marae will organise their own teams.

Member Benefits:

We are looking to launch this initiative in January 2017 – The Management Report outlines a number of proposed member benefit packages with products and branding currently being scoped and explored.

These may include:

New Baby Kete

- Initial Start Up Support (Parents)

Kuia/Kaumatua Assistance

- Financial assistance/ subsidies for kaumatua and kuia who need glasses, hearing aids, or medical alerts.

Tangihanga Support

- Grant to support Tangihanga for our registered NgaiTakoto whanau who return to our NgaiTakoto Marae. Grant contributes to 3-day Marae costs.

Kohanga Start – New Entrance

- Branded NgaiTakoto back pack, stationary, and lunch box for our preschoolers,

Kura Pack – Stepping Up

- Off to school pack containing NgaiTakoto branded school bag, stationary, lunch box, raincoat and shoes for all tamariki starting off to school.

Other ideas include:

- Marae hapu / Annual Christmas Dinner
- Drivers Licence – Reimbursements
- Children / Savings scheme (BNZ)
- Free Camping – Rarawa Beach – Tapotapota
- Discounted Accommodation – Waipapakauri Beach Park
- Business discounts
- Iwi Membership Card

Sponsorships:

No sponsorships have been given out for the period 2016. It was agreed that we would focus on our settlement priorities and reducing “outside expenditure” from the Runanga operations, our focus will be on NgaiTakoto interests, as a key priority.

Scholarships:

There are currently two submission openings each year, applicants can apply once only if successful, It was agreed that we would reduce this to one opening each year allowing a easier process for Scholarships to be presented and processed. The current 2016 scholarships have not been awarded and will be forward onto the Board for consideration.

7.0 Work Task - ENVIRONMENTAL

World Wetlands Day

This was completed at lake Ngatu and was enjoyed by all who attended, (refer to [Panui attachment](#)) for summary of the event.

Dune Lakes – Te Mana o Te Wai Project

Dune Lakes restoration project set for June, involves employing a number of people for the next 2-3 years. Rangitane is taking care of the employment program seeking a partnership with WINZ to fund the project while also bringing in a education component through NorthTec to do the training and qualifications in environmental studies with the long term goal to gain further employment with DoC and future management of the Korowai etc.

Lake Ngatu

Kaio reports great support and feedback amongst the community with the outcomes of restricting motorised vehicles on the lake and washing their vehicles, there is still work in progress in regards to erecting more bollards and signage. Rangitane is progressing the conversation with DoC and NRC in terms of the overall outcomes of what we are trying to achieve for the lake, this brings in the use of NRC resources.

The next step is to assess the current drainage system around the lake, having a look at what flows into the lake and factors that are contributing to the pollution of the lake - houses, land usage, septic tank standards, adjacent properties with farms, dairying, organic growing which brings in volumes of nutrients to the lakes. There is a need for and to understanding what is in the catchment and collectively creating a plan around the rules for properties surrounding the lake.

Kaimaumu Peat Extraction

Samples have been collected for data analysis to define the best area for peat extraction, a further 300kgs are being required to ship to the USA. A good relationship with Resin and Wax Ltd will enabled a clear understanding of the process, procedure and the development of the land whilst also providing benefits to us in terms of training, job creation, ongoing royalties and land repatriation.

The work within the Environmental space will be ongoing and will require further support to Kaio to assist in managing these Environmental responsibilities more effectively.

FNDC

Te Runanga O NgaiTakoto had initiated discussions in the past years (2012) and provided information's to the Far North District Council about a number of properties of cultural significance to NgaiTakoto that are currently in council control such as reserves, domains, and parks. No real progress apart from a discussion with the council CEO has occurred to getting these matters sorted in 2016.

8.0 Work Task - PARTNERSHIP ALLIANCES

A look at the diversification of our land and business asset portfolio's and potential opportunities identify that we are quite diverse and we need to consider how we bring all of that into one business area, and plan, for NgaiTakoto. That will be a goal of "*Future Proofing the NgaiTakoto Iwi*"

Sweetwater Farm

Partnership agreement with Landcorp and Te Rarawa is in place, A halt in the development and commitment of a long-term strategy for the farm is intended until such discussions with the Iwi are had in terms of what is our *NgaiTakoto long term farming strategy?*.

The Sweetwater farm venture comprises of a Governance Board and Management Board, which we currently have Craig and Heta within this space representative of us to ensure the complexities of the structural alignment with the PSGE, is done properly. Discussions convened with a general consensus that there is also a need to have a member of our own people with farming knowledge and background within this space, as an approach to looking after our best interests ourselves, and not relying on others.

(The following papers were also circulated to the Board for Review):

- Te Hiku Sheep and Beef Farming Collective

Discussions are also continuing about the development of a NgaiTakoto Beef / Sheep strategy to compliment the dairy platform that currently operates on the Sweetwater farm.

We have 500ha on the Northern block within the NgaiTakoto space that sits vacant with a view to utilize this land for a Beef Strategy. Additional papers circulated to the Board during the meeting showcase reports from both MPI and KPMG the potential of this land, it also allows a clear indication that the Beef proposal for us is viable and affordable.

A question was raised by the CEO for the Board to think about over the next coming months the potential partnership with Te Rarawa and Landcorp around this Beef strategy or whether we run our own and reap the full benefits? a shared response by Trustees indicated a decision to run this strategy ourselves.

Malcolm; Rangitane, what do you need from a Board level when you are presented with these types of discussions and opportunities and we aren't there to discuss this. CEO specifies it would require the Board to think the potential for a Beef strategy is possible and that the Board would like to see that developed, and then my job would be to make that happen.

Resolution

Te Runanga o NgaiTakoto will seek to advance the potential for its own Beef strategy on Sweetwater farm and to align it with the Te Hiku Iwi Beef and Sheep Strategy.

Moved: Wallace Rivers

Seconded: Cyril Cook

Board Members: Agreed

Mekerene:

Still awaiting reports from John Cunningham – Resin Wax Ltd in regards to the viability and quality of the products with conversations also being had with various other parties who are interested in the opportunities that the Mekerene land could be used for. These include the proposal from Ian Broadhurst in regards to the Hive placement and Manuka planting and the potential avocado strategy on an identified 60ha.

MPI has expressed a potential opportunity for us to lead out the horticulture strategy for Te Hiku using the Mekerene idea with Ian Broadhurst to be the catalyst. MPI will provide the funding to seek professional advice into the viability of the strategy, which will also provide information for us on how to build a business case for a potential investment in horticulture.

Beehive placements onto the land have been agreed to with Ian Broadhurst and he will also take responsibility and bear the costs of access / track clearing for hive placements with an agreed to rental for NgaiTakoto. Issues with hive placement on the block by Haines Honey Ltd have been resolved and they will be restricted to the Doc Conservation area only. Conversation to be had with the minister who gives out the conservation concessions that they don't apply to the Te Hiku korowai area and any concessions around honey go to the NgaiTakoto Iwi.

Resolution

The Runanga Board gives full support to the horticulture proposal involving Avocados and Manuka honey on the Mekerene block in conjunction with Ian Broadhurst and MPI

Proposed Action Required: Rangitane

Seconded: Jasmine Marino

Board Members: Agreed

Beach Park at Waipapakauri Ramp

The purchase of the Park is complete; the intention is to allow the business to continue to operate in its current form, whilst we explore potential expansion and tourism business opportunities for the future. Work Task to-date include Insurance Assessment - Northland Valuers completed for AON Insurance and a Maintenance programme to be developed as per builders report and scoping conversation with potential builders, and painters.

The Te Hiku Iwi Development Trust (THIDT) (document circulated)

Support of the proposal to merge THIDT into into a newly formed high level leadership table called Te Kupenga which will involve chair's, Ceo's, asset holding company managers from each Iwi who will advance the collective Iwi relationships forward.

Resolution

Te Runanga O NgaiTakoto supports the review outcomes for realignment of Te Hiku Iwi Development Trust under Te Kupenga

Proposed Action: Rangitane Marsden

Secoded: Cyril Cook

Board Members: Agreed

Te Hiku Forestry Working Party

There are a number of tasks required in order to complete our obligation with the Crown for the forest's transfer. This work has commenced with the drafting of:

- Forestry Management Agreement between the x4 iwi.
- \$2.7mil of Crown Forest Rentals (NgaiTakoto share) banked with BNZ on date of transfer.
- Work is underway with other Te Hiku iwi to start this transition exercise, with two representatives for each iwi making up the membership of a working committee, who's role will be to progress in 2016, the finer business details of how the forest and the future of the forest will be managed.

CONCLUSION:

CEO raised the need and a requirement to formally remove Mangu Awarau as a Trustee to Te Runanga O NgaiTakoto Board whilst he is incarcerated.

This also raises the question whether we have a Kaumatua step into that role and if there is support for Kaio Rivers to take up this position. Trudy questions whether he will be an employee or a Board member, CEO states his role will be to perform the formal official functions only.

Resolution 1

Because of Mangu Awarau's conviction and incarceration he will be removed from Trusteeship from Te Runanga o NgaiTakoto.

Moved: Wallace Rivers

Second: Cyril Cook

Board Member's: Agreed.

Resolution 2

The Board support Kaio Rivers to come onto the Board in a Kaumatua role.

Moved: Wallace Rivers

Second: Cyril Cook

Board Member's: Agreed

GENERAL BUSINESS

Wharemaru Marae are looking to start building their toilet block and making renovations to the existing building, funds have been approved previously by the Board. Plans and budget to be presented to the Board for processing.

NgaiTakoto Australia directors are meeting with delegates on the 28th May in NSW for Hui.

Minister Christopher Finlayson Visit – June 21st and discuss agreement in principle signing, deed of settlement, showcasing the progress from 2012 – current.

**Meeting concluded at 6:30pm,
Next Meeting date to be determined**