

**Kahukuraariki Trust Board Hui  
Saturday 22<sup>nd</sup> January 2022  
Te Putahitanga Innovation Hub  
2 Clarke Rd, Kerikeri**

**Trustees in attendance:** Teresa Tepania-Ashton (Chair), Norm McKenzie (Dep Chair), Roger Kingi, Glendith Samson, Luana Poata, Makere Karatea  
**Staff in attendance/Recorder:** Geraldine Baker (GM), Rosie Conrad (BA)  
**Meeting commenced @ approx.10am; Meeting closed @ 1.15pm**

ISSUES	DISCUSSION	ACTION	RESPONSIBILITY
Karakia/Mihi	Roger Kingi		
Apologies	Sandra Heihei		
Col/Rol Register Employment Status	<p><b>Additions/Deletions</b> The Chair stressed the importance of Trustee’s providing all of their external roles and responsibilities to the Trust’s operations to be included in the Register of Interest. This demonstrates transparency and supports decisions that need to be made by the Board as to whether to include Trustees in discussions concerning matters that have the potential for conflicts of interest.</p>	<p><b>Additions:</b> Luana: Waimahana D3B2 Raumanga Community Trust Whanau Trust Teresa: will update her interest via email Roger: Chair/Trustee Karangahape Marae Treasurer/Trustee Te Komanga Marae Project Manager One Billion Trees MPI/Ururakau Project Manager 1BT Contract DOC Kaumatua Nga Marae o Whaingaroa  Staff to also register their interests</p>	Trustees/BA
<p><b>Resolution 01:</b> <i>Apologies be accepted</i> <b>Moved:</b> Norm McKenzie <b>Tautoko:</b> Glendith Samson CARRIED</p>			
<p><b>Resolution 02:</b> <i>The minutes of meeting held 25<sup>th</sup> November 2021 are accepted as a true and correct record</i> <b>Moved:</b> Roger Kingi <b>Tautoko:</b> Luana Poata CARRIED</p>			
Minutes from: 25 <sup>th</sup> November 2021	<b>Matters arising:</b>	<p><b>Illegal activities on Stoney Creek Station</b> The GM has been in touch with the Detective Constable in charge of the case, Christian Linder. He has advised NZ Police prosecutors are waiting on ESR results to determine who to charge in relation to the illegal activities on the farm and who</p>	GM

		<p>was charged at the scene. He will provide the Trust with an update once he has one. This will be disseminated to the Board once received.</p> <p>Norm iterated, the matter was for the police to action and the Trust Board are in essence landlords with no control over what the occupiers do.</p> <p><b>Strat Plan and Annual Plan</b>          Makere to send the GM the Strat Plan and other documents developed by the previous Board. These to be circulated to the trustees. The plan needs to be produced at the AGM for updates from the Iwi, the only actions this Governance and Management can do prior to that is the research, i.e., the Native rock oyster project maybe investigate Horticulture? Forestry?, Agriculture?, Apiculture?, Viticulture?          This to be discussed further at the March Trustee Hui.</p> <p><b>Recommendation:</b> Trustees to hold a Strat Planning hui following the AGM</p> <p><b>Policy Documents:</b>          Makere to send the GM the current policy documents developed by the previous Board. To be circulated to the trustees</p>	<p><b>MK &amp; GM</b></p> <p><b>GM/BA</b></p>
<p><b>Financial Reports:</b>  <b>Geraldine Baker (GM)</b></p>	<p><b>KTB P&amp;L against Budget</b>  <b>KTB Cashflow</b>  <b>KTB Balance Sheet</b>  <b>KTB Aged Payables Summary</b>  <b>KTB Aged Receivables Summary</b></p>	<p>There are no standout issues regarding the financial report Unbudgeted covid income from Te Kahui o Taonui, Milford continues to gain in funds despite the covid shutdown          During Strat Planning hui we will ask Milford to attend the hui and present a report to the Trustees</p>	<p><b>GM</b></p>
<p><b>Resolution 03:</b> <i>The financial report for month ending 31<sup>st</sup> December 2021 be received and accepted</i>  <b>Moved:</b> Norm McKenzie <b>Tautoko:</b> Makere Karatea          CARRIED</p>			
<p><b>Database Update</b></p>		<p>GM introduced both Anaru Rieper (Contractor, carrying our remedial work on the Iwi Registration Database), and Rosie Conrad (KT Business Administrator). Both hail from Te Kao and worked previously with the GM for Te Runanga Nui o Te Aupouri.</p>	

Anaru Rieper gave an update on the database – how it was found, and the work carried out to date, using the TIKIOS system, working directly with the validators for each of the Marae, and how the new database has helped to link generations of Ngati Kahu ki Whangaroa.

**Validators:**

Anomalies encountered during the process included the following:

- Marae nominate their validator but it is not clear when or the process changed from that within the Trust Deed.
- The Otangaroa validator should have been endorsed by the trustees before starting to validate registrations, as per the current Trust Deed.
- During the time and process of becoming a PSGE, the Board had asked the marae to provide the names of validators, this is how we ended up with a committee of validators

**Changing Marae Affiliation:**

If a person wants to change marae there is no process for them to do so, the problem is they may change marae for voting purposes which may happen during this voting round. This is a good reason for there not to be a process for changing preferences for Marae as it relates to electing Trustees only.

**Recommendation 1:** Develop a Validation Policy based on the Trust Deed and input from Validators and Marae Representatives including a Dispute Resolution Process (Anaru has drafted one for consideration). **AR**

**Recommendation 2:** Ensure that resources are allocated in future budgets to support validators to fulfil their role **GM & AR**

Anaru also recommended having a backup validator, and succession planning to be considered, having a youth to sit alongside validators would assist with validating younger

		<p>generations.</p> <p>Anaru to send out the draft policy and put in a time frame for the registered person to hear back from the office</p> <p>A Whangai also need to be sure what the trusts stand is on this, this can be added to the policy being written by Anaru</p> <p>The hard copies of the registration forms are currently being stored in Rosie's office, some thought needs to be given on how these are stored in the future and the viewing of the validated beneficiaries needs to be added to the policy.</p> <p>Office to email copy of the registrations to the trustees, Name and Marae only on the list</p>	
<p><b>Resolution 04:</b> <i>The recommendations of Anaru Rieper be endorsed and the DRAFT Policy, Timeline and Whangai Process be distributed to the Trustees for discussion and finalisation.</i></p> <p><b>Moved:</b> Glendith Samson <b>Tautoko:</b> Makere Karatea</p> <p>CARRIED</p>			
<p><b>Resolution 05:</b> <i>The Iwi Registration Database Report be received and accepted.</i></p> <p><b>Moved:</b> Norm McKenzie <b>Second:</b> Roger Kingi</p> <p>CARRIED</p>			
<p><b>GM Report</b> <b>Geraldine Baker</b></p>		<p>The GM gave an overview of her report</p> <p><b>AGM/SGM:</b> with the country uncertain about how the traffic system will work under Omicron, the Board needs to consider holding the AGM online rather than in person at Waihapa Marae. Kaye-Maree Dunn is currently working for Te Kahu o Taonui and has had experience in setting up an online AGM. In case we do need to go online, it is recommended we seek her advice and support to help set up the hui and make sure it is all run smoothly. Operations to make enquiries along those lines.</p> <p><b>Rock Oyster Trial:</b> Huge progress has been made with the spat as outlined in the GM Report and information supplied by Will McKay, Technical project manager. Ngatikahu ki Whangaroa Masters Graduate</p>	<p><b>BA &amp; GM</b></p>

and PHD student, currently working at NIWA, will assist the project with researching that potential of acquiring marine water space, barriers and enablers, and historical influences on legislation.

Roger Kingi and Sean Handley (NIWA) collected the tio brood stock from 6 different areas in the Whangaroa harbour for on growing at the Bream Bay Facility. They have all produced good spat thus far.

**Kahui Legal:**

Kahui legal were supposed to join the hui today via zoom, but GM has been unable to contact them. She will speak to him next week and circulate any correspondence to the trustees

GM

**Stoney Creek:**

GM has been in contact with NZ Police and discussed our situation, the Police have suggested we wait for further information pending and possibly seek legal advice in relation to KTB landlord responsibilities. GM advised, we are already doing so (Kahui Legal)

**Water Resilience Roopu:**

Taemaro, Waimahana and Pupuke have had approval for assistance through NRC Water resilience funding, in the form of water tanks/plumbing as part of GM's participation and advocacy on the roopu and then working collaboratively with Te Runanga o Whaingaroa to provide a proposal to acquire funds for the Whangaroa rohe.

**Pou Tahua - Asset Holding Company Hui for NICF, Waitangi, Feb 2022:**

BA

Rosie to check if there is an Asset Holding Company hui prior to the NICF hui being held in Waitangi this year and hosted by Ngati Wai (2-4 Feb). Taitokerau Iwi invited to attend in person, all other Iwi to join hui via Zoom. The Kahukuraariki Trust Board could take a turn at hosting and perhaps tono for the NICF Waitangi hui for in 2025. This might be a good chance to

		co-host with Whaingaroa or perhaps Ngai Takoto? BA to check if the Asset Holding Hui is being held prior to the NICF hui and send out any information to the trustees attending, Teresa, Norm, Roger, as well as the GM.	
<b>Resolution 06:</b> <i>The General Managers report for Dec 2021 is received and accepted</i> <b>Moved:</b> Norm McKenzie <b>Second:</b> Luana Poata <b>CARRIED</b>			
<b>Chairperson Report</b> <b>Teresa Tepania-Ashton</b>		<p>The Chair gave a verbal report regarding Covid, Te Aratini Festival in Dubai (Attended via MWDC)</p> <p><b>Red Traffic Light System:</b> The Chair attended an online hui prior to Xmas concerning the System and how it effects the rohe</p> <p><b>Te Aratini Dubai:</b> The festival involved a lot of indigenous participants globally. NCIF was represented by Ngahiwi Tomoana, Ngati Kahungungu. In 2025 next festival will be held in Osaka Japan. the leaders who attended the Dubai festival are now advisory for the Osaka festival.</p>	
<b>General Business</b>	<b>AGM/SGM update:</b> <b>Rosie Conrad (BA)</b>	<p>The BA gave an overview of the process to date: - including the nominations and closing of nominations process, voting on special resolutions, and voting in of new trustees</p> <p><b>Successful Candidates:</b> The question was raised - will Election Services Ltd notify the results to potential candidates prior to the AGM/SGM? The BA to check with ESL, and advise Trustees</p> <p>There was a query from the floor by Lisa King at last year's AGM regarding approval of trustee remuneration for 2019 – was this minuted? GM has looked through those minutes (which were very badly written and collated) Lisa is likely to ask about the same question at this year's AGM. GM's response is that we can only tell her we couldn't find this in the minutes from 2019.</p>	<b>BA</b>

**Amendments to Trust Deed:**

The Rotation of the trustees for the 2021/2022 year is not addressed in the proposed changes to the Trust Deed. This can be dealt with following the AGM and the new Board can agree which Marae will hold elections over the next 3 years and in what order.

The issue concerning the nomination of Iwi members as Trustees for each of the Marae was raised again by Norm McKenzie. Marae vs Individual Iwi members nominating. Currently the Deed says any registered Iwi Member can nominate a candidate if they are registered, over the age of 18 and affiliate to that marae.

Norm believes every Trustee coming onto the board must come through their primary and nominated by that marae committee. Discussion - most Marae need to get better engaged when it comes to their iwi organisation so they know who can be nominated and vice versa – Iwi members need to be encouraged to be more engaged with their Marae.

Rangatahi Leaders to be encouraged to attend Trust hui along with their marae representative to start grooming them to one day be a trustee. This is all part of succession planning. The majority of Rangatahi use social media and this may be the way for Rangatahi to learn the history of the iwi and their whakapapa to connect to their marae and turangawaewae.

**Portacom and Iwi Housing:**

Norm advised, Taemaro Marae have their AGM hui today and have decided that they don't want to be gifted the Portacom with all the baggage attached. Mangatowai Marae would like the Trust to conclude the matter concerning the Portacom, so they know what is happening.

The bigger issue is the whanau purportedly living in the Portacom and the whenua where it currently sits. They are in effect occupying the land – the same as the whanau occupying farm buildings and so on. How can we support them to

		<p>continue to live there? These arrangements were supported during the onset of Covid, but it was only ever meant to be a temporary arrangement – not a permanent solution. The couple paying funds towards the Portacom are not actually living in it. They do not have an agreement with the Trust Board to buy it – even though Sandra has been depositing funds into the KTB bank account, this was affected without consultation with the GM and a formal agreement was not instigated. The Board agree to refund all funds with interest to the couple, then the GM is instructed to sell the Portacom with the proviso, it be removed from the property.</p> <p>The Board needs to develop a papakainga plan but as it currently sits, no-one is sure how the whanau occupying the farm will react to the Trust building/creating housing on the farm. Land will need to be secured before the homes are built. The GM to re-establish the housing committee to progress papakainga housing once the AGM has been held.</p>	<p>GM</p> <p>GM</p>
<p><b>Break for lunch</b></p>			
<p>1pm resume hui</p>		<p><b>KTB Strategic/Annual Plan:</b>  <b>Connections – Iwi/Hapu/Whanau/Marae Development</b>  The Board agrees to support wananga to be held on marae to help whanau/individual members to connect with their wider hapu/Iwi and strengthen Maori/Iwi identity. This initiative to be included in its Strategic and Annual Plan.</p> <p>Supporting marae to apply for funding is also another way the Trust can support whanau/hapu/Marae. Awanuiarangi can assist with this kaupapa as they have in the past with Te Komanga Marae. Holding wananga to upskill in different aspects of Matauranga Maori, whakapapa, tikanga, te reo etc, can generate funding. It's all about bums on seats. Several areas in Taitokerau have used this process to help fund Marae renovations and/or new builds.</p> <p>This needs to be added to the Strategic and Annual Plan. This</p>	



		<p>can be added into one document, so it is cohesive and gives a high-level lwi planning perspective, but it also again supports succession planning. Norm volunteered to draft a term of reference for a KTB Planning Sub - committee (Teresa, Norm, Makere), and distribute via email.</p> <p><b>Trades Training:</b> This is currently part of Norm's mahi focusing on Infrastructure, Construction and Allied Trades. This to be added to the mix within the Strat and Annual Plans. Hato Petera to be re-purposed and will be used as a trade training facility</p> <p><b>Banking:</b> Geraldine to request new token for Teresa, Roger also requested we try and make payments to be authorised on the 20<sup>th</sup> of each month, he is very busy with his camp and the marae renovations and is not always near the computer to authorise</p> <p><b>Honorarium Fee:</b> Honorarium meeting fees is paid each month, any meetings outside of the normal monthly hui is paid as a separate meeting fee</p> <p><b>February Hui a Marama:</b> Our next hui is planned for the 24<sup>th</sup> February 2022, 5.30pm via Zoom. We will revert to bi-monthly hui after the AGM/SGM. The BA to send out Zui invite.</p>	<p>NM</p> <p>NM</p> <p>GM/BA</p> <p>BA</p>
<p><b>Resolution 07:</b> <i>The GM to collate historical Strategic Planning documentation on file, including Te Hononga, and combine into a DRAFT Strategic Plan to be circulated to all Trustees. A Strategic Planning sub-committee, consisting of Teresa, Norm and Makere be established to drive and provide oversight to the planning process.</i></p>			
<p><b>Moved:</b> Roger Kingi <b>Second:</b> Katoa</p>			
<p><b>CARRIED</b></p>			
<p><i>The meeting finished @ approx. 1.15pm with karakia from Anaru Rieper</i></p>			

## Summary of Resolutions 22<sup>nd</sup> January 2022

<p><b>Resolution 01:</b> <i>Apologies be accepted</i> <b>Moved:</b> Norm McKenzie <b>Tautoko:</b> Glendith Samson CARRIED</p>
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## Action List 22<sup>nd</sup> January 2022

Update Rol	Trustees/BA
Touchbase with the NZ Police Christian Linder regarding Stoney Creek and distribute report once received	GM
Makere to send Geraldine the Strat Plan from the previous committee	MK & GM
Makere to send Geraldine the policy documents from the previous committee	GM & BA
Develop a Validation Policy based on the Trust Deed and input from Validators and Marae Representatives including a Dispute Resolution Process (Anaru has drafted one for consideration).	AR
Ensure that resources are allocated in future budgets to support validators to fulfil their role	GM & AR
Office to email copy of the registrations to the trustees, Name and Marae only on the list	BA & AR
AGM/SGM seek online advice from Kaye-Maree Dunn	GM & BA
Speak to Kahui legal and circulate any correspondence to the trustees	GM
Register trustees for Asset Holding Company and ICF Hui, distribute any information prior to hui	BA
Check with Election Services about notifying successful and unsuccessful candidates	BA
GM to instructed to sell the Portacom once the whanau have been reim the funds	GM
The GM to re-establish the housing committee to progress papakainga housing once the AGM has been held	GM
Norm to draft a term of reference for the KTB planning sub-com (Teresa, Norm, Makere) and distribute via email	NM
Trade Training to be added to the Strat and Annual Plan	NM
Banking tokens for Teresa	GM & BA
Zoom invite to be sent for next HAM 24 <sup>th</sup> February 2022, 5.30pm	BA