

# CONFIRMED MINUTES

## HUI A MARAMA



At the **Hui a Marama** on **19 Nov 2023** these minutes were **confirmed as presented**.

<b>Name:</b>	Kahukuraariki Trust Board
<b>Date:</b>	Monday, 24 July 2023
<b>Time:</b>	6:00 pm to 8:20 pm (NZST)
<b>Location:</b>	Zoom, Zoom
<b>Board Members:</b>	Teresa Tepania-Ashton (Chair), Ana Hotere, JJ Ripikoi, Norm McKenzie, Waitangi Wood, Roger Kingi, Jean Joseph
<b>Attendees:</b>	Geraldine Baker
<b>Apologies:</b>	April Hetaraka, Rosie Conrad

### 1. Opening Meeting

#### 1.1 Opening Karakia - Ana Hotere

#### 1.2 Apologies



##### Apologies

Apologies are approved

<b>Decision Date:</b>	24 Jul 2023
<b>Mover:</b>	Ana Hotere
<b>Seconder:</b>	Norm McKenzie
<b>Outcome:</b>	Approved

#### 1.3 Interest Register

### 2. Minutes of previous meeting

#### 2.1 Confirm Minutes

**Strat Planning Hui 12 Jun 2023**, the minutes were confirmed as presented.

**Hui a Marama 20 May 2023**, the minutes were confirmed as presented.



##### Minutes of Previous Meeting

Minutes of meeting held 20th May 2023 are approved

<b>Decision Date:</b>	24 Jul 2023
<b>Mover:</b>	Norm McKenzie
<b>Seconder:</b>	Waitangi Wood

**Outcome:** Approved

## 2.2 Matters Arising Previous Meeting - Refer GM Report

### 3. Correspondence

#### 3.1 Inward and Outward Correspondence



##### **Inward and Outward Correspondence**

That the inward and outward correspondence is approved

**Decision Date:** 24 Jul 2023  
**Mover:** Jean Joseph  
**Seconder:** JJ Ripikoi  
**Outcome:** Approved

##### **Te Arawhiti Correspondence**

Note the options in the letter as the same, the high turn over in staff is also slowing our progress. Still trying to get a hui with Lil Anderson.

#### 3.2 DRAFT Communications Strategy

##### **Website Accessibility**

Need to update our website, the current one is not so user friendly. Rosie to look at this for the Trust.

##### **Stakeholder Engagement Continuum**

This needs to be improved, Geraldine to liaise with the board for any amendments and confirm with Taryn to amend the strategy. There has to be consideration for hapu in this area - Marae Representation and Hapu Representation.

##### **Communications Risk**

There needs to be a space to heal the broken the relationships within the strategy. The strategy objectives have to be achievable which may include bridging the gaps. Capability to do the mahi is also a part that we need to address.

##### **Smart Objectives**

Strengthen Online Touchpoint - This can be done via a e-panui 1/4 which will also help the iwi understand the amount of mahi this is achieved by the trustees. Allows for a more in depth look at the mahi, sometimes the AGM once per year is too long to wait.

Tell a Story - some good stories about what is happening in the rohe, can also be done through the 1/4 newsletter. Aunty Jean has the books and videos of the roadshow hui that was held for DoS - historical archives.

Increased Kanohi ki te Kanohi Engagement - Hui a Iwi are happening this month which is a good start to this objective.



##### **DRAFT Communications Strategy**

Norm will put his questions and changes into an email

**Due Date:** 29 Sept 2023  
**Owner:** Norm McKenzie

## 4. Management Reports

### 4.1 GM Report



#### BERL Report

The Trustees agree to contracting the services of BERL to undertake opportunities cost analysis of Stony Creek Station from the date Settlement was agreed in 2015

**Decision Date:** 24 Jul 2023  
**Mover:** Norm McKenzie  
**Outcome:** Approved



#### KTB Strategic & Annual Plan

The Trustees approve all 4 Strategic documents, including the budget 2023/24, for wider discussion and feedback from Iwi members of Kahukuraariki.

**Decision Date:** 19 Jul 2023  
**Mover:** Norm McKenzie  
**Seconder:** JJ Ripikoi  
**Outcome:** Approved



#### GM Report

That the GM report for July 2023 is approved.

**Decision Date:** 24 Jul 2023  
**Mover:** Ana Hotere  
**Seconder:** JJ Ripikoi  
**Outcome:** Approved



#### Kahukuraariki Trust Annual General Meeting 2023

That the Kahukuraariki Trust Annual General Meeting be held on the 30 Sept 2023 at Otangaroa Marae.

**Decision Date:** 24 Jul 2023  
**Mover:** Norm McKenzie  
**Outcome:** Approved



#### Strat Planning Budget

Send revised budget to Norm

**Due Date:** 29 Sept 2023  
**Owner:** Geraldine Baker

### 4.2 Matter Arising GM Report

#### ICF Hui

We looked at the Turner Centre in Kerikeri to host the ICF hui, it addresses all our needs., bar - kitchen - event room. Check with Natalie from NICF to confirm the dates, possible funding can be sort.

Programme: possibly hire Fullers Ferry - Whangaroa to Kowhairoa to see the progress being made with the taiao, hangi on site, visit one of the oyster farms. Te Roroa is to far away to visit their rohe, presentation on the Kauri Walks, etc. could be the possibility for them to showcase their iwi.

#### BERL Report

Approached BERL to quote us a report for Stony Creek Station incorporating the following focus areas:

- The time value of money
- Appreciation of land value
- Potential annual income streams

We can use this report to go back to Te Arawhiti to support us with financial claims, the quote was for 10k, BERL will focus on the commercial focus.

Geraldine to return to them to if they are able to add in the social impact for our iwi and the social risk for our iwi.

### **Hui a Iwi/Roadshow**

5 Aug Waitaruke & 25 Aug Auckland. Kuia Kaumatua Dinner set for 29 September 2023 - Rosie to organise invite for Trustees and Marae reps, venue, kai. Organise accommodation for some of the Kuia Kaumatua if they would like to stay for the night.

### **Deputy Chairperson x 2**

It would be good to have a deputy chair based in the rohe when Teresa & April are unable to attend these hui. Teresa as the Chair can nominate someone to attend a hui on her behalf.

### **Tohu/Branding**

We will talk to whanau about the Tohu while we are on our Roadshow, have a korero also to our Kuia Kaumatua Dinner on the 29 Sept. Provide some different contrast of a logo to take on the roadshow including the current one, also another conversation could be about the name Kahukuraariki being used for the Trust.

## **4.3 Finance Report**



### **Financial Report May/June 2023**

That the Financial Reports for May & June 2023 are approved.

<b>Decision Date:</b>	24 Jul 2023
<b>Mover:</b>	Waitangi Wood
<b>Seconder:</b>	Norm McKenzie
<b>Outcome:</b>	Approved

## **5. General Business**

### **5.1 Strategic Plan, Annual Plan & Strategic Intent - Refer GM Report**

### **5.2 General Business**

#### **IOD - Institute of Directors Training**

All our trustees should attend this training including our GM, there is a group membership that we could take advantage of. New trustees should attend this training as part of their induction into the Trust.

Norm has been in discussions with IOD to do a training in our rohe for around 40 members for under 100k, 5 day course, he will korero to TRoW about this proposal. Māori who have attended this course have never been given the Tohu but this will change.

#### **Co-Opting Janice Smith - Ngati Aukiwa**

This maybe a way to engage with Ngati Aukiwa and help with Stony Creek discussions, JJ is working with the rangatahi in Taemaro also. Geraldine to check the Trust Deed regarding co-

opting, Norm will then introduce them to each other so she can korero to Jancie about co-opting within the deed, terms of reference and for Janice to provide a CV.



### IOD - Institute of Directors Training

Norm to korero to IOD about the possibility of having a training in our rohe.

**Due Date:** 29 Sept 2023

**Owner:** Norm McKenzie

## 6. Close Meeting

### 6.1 Closing Karakia - Waitangi Wood

**Next meeting:** Hui a Marama - 19 Nov 2023, 11:00 am

#### New Actions raised in this meeting

Item	Action Title	Owner
3.2	DRAFT Communications Strategy <b>Due Date:</b> 29 Sept 2023	Norm McKenzie
4.1	Strat Planning Budget <b>Due Date:</b> 29 Sept 2023	Geraldine Baker
5.2	IOD - Institute of Directors Training <b>Due Date:</b> 29 Sept 2023	Norm McKenzie

1. Custodial Trust Requirements to be completed

Signature: \_\_\_\_\_

Date: \_\_\_\_\_