

## PRE-TRONT REPORT 19-20 AUGUST 2017

Nei rā te mihi matakaukui ki a koutou kā uri o Kāi Māhaki ki Makaawhio.

Please find attached my Pre-TRONT Report. The agenda includes the usual reports and updates including the Quarter 4 reports for the Office, Whai Rawa and Seafood, which I will be delving more deeply into when Te Here Committee meets the day before TRONT. You will note we have a large In Committee section this meeting. My assessment having read the majority of the papers is that they will be dealt with fairly quickly.

I expect that the following two papers, which I encourage you to read, (Form and Function Consolidated Review Decision paper and Kaiwhakahaere & Deputy Kaiwhakahaere Position Description Review Discussion Paper) will potentially garner longer discussion and input. Both require buy-in by the table to proceed and are important as we head towards our Kaiwhakahaere/Deputy Kaiwhakahaere Election process has been confirmed as being carried out on 23 November, 2017.

### Decision Papers

Kaupapa	Paper Recommendation	My Recommendation
Health & Safety Report	Te Rūnanga o Ngāi Tahu: a) Receive this paper. b) Give feedback on the style and content of the quarterly report. c) Approve a Health and Safety KPI for Te Rūnanga o Ngāi Tahu of 10 safety interactions to be completed per year. d) Determine whether a training wānanga should be provided by the Office to support safety interactions.	<b>Tautoko receipt.</b> <i>Note the Health and Safety Report is a work in progress, hence the request for feedback. In terms of the</i> <ul style="list-style-type: none"> <li>• <i>style and content ✓</i></li> <li>• <i>H&amp;S KPI ✓</i></li> <li>• <i>Wānanga ✓</i></li> </ul>
The Office Delegations Policy	That Te Rūanga: a) Receive this paper; b) Approves The Office Delegations Policy.	<b>Tautoko</b> – <i>Due for review in line with review policy cycle. It has been reviewed by TRARC, and by Te Rūnanga Legal Counsel. The key changes are associated with the addition of Non-Financial matters within the summary table on pages 9 and 10 and some minor changes in relation to role names.</i>
Monitoring Report - Office – 4th Quarter Office - 4th Quarter Report	That Te Here: a) Receives the paper Monitoring Report – Office Quarter 4 Report – period ended 30 June 2017. That Te Rūnanga: b) Receives the paper Monitoring Report – Office Quarter 4 Report – period ended 30 June 2017..	<b>Tautoko</b>

Kaupapa	Paper Recommendation	My Recommendation
Monitoring Report - Whai Rawa Fund Limited – 4th Quarter Whai Rawa Fund Limited – 4th Quarter Report 2016/2017	That Te Here: a) Receives the paper Monitoring Report – Whai Rawa Fund Limited – Quarterly Report Quarter ending 30 June 2017. That Te Rūnanga: b) Receives the paper Monitoring Report – Whai Rawa Fund Limited – Quarterly Report Quarter ending 30 June 2017.	<i>Tautoko</i>
Monitoring Report and NTFSL – FY17	That Te Here: a) Receive the paper entitled ‘Monitoring Report – Ngāi Tahu Fisheries Settlement Limited – FY17 Report Six Months ended 30 June 2017 That Te Rūnanga: b) Receive the paper entitled ‘Monitoring Report – Ngāi Tahu Fisheries Settlement Limited – FY17 Report Six Months ended 30 June 2017.	<i>Tautoko</i>
Form and Function Consolidated Review	Te Rūnanga o Ngāi Tahu: a) To consider the key findings as outlined in 3.1 a - q; and b) Agree on formally adopting each of the listed findings for integration into the relevant governance policies and practices for implementation.	<i>Tautoko – The paper consolidates the findings of the Governance Reviews that have been undertaken to date, the most recent in May 2017 by Hugh Lindo. A consistent issue in terms of previous reviews has been the lack of adoption of the findings by the table. The paper identifies the reoccurring themes from the reports, which have been integrated into the appropriate areas of practice and members are being asked to adopt findings, to guide the next phase of the Form and Function Committee work, shaping an improved governance structure, including roles, responsibilities, actions and behaviours of the membership.</i>
2017/2018 Putea Whakamahi Agreement	That Te Rūnanga : a) Receives the paper b) Approves the form of Te Pūtea Whakamahi Agreement for the year ended 30 June 2018 attached at Appendix Two.	<i>Tautoko – Operationally I have been requesting a template reporting form for some time. The proposed forms should assist without being too cumbersome.</i>

## Discussion Papers

Kaupapa	Paper Recommendation	My Recommendation
Policy Review - Appointments to External Organisation	Te Rūnanga o Ngāi Tahu: a) Receives the paper; b) Discusses the amendments proposed to the Te Rūnanga o Ngāi Tahu Policy on Appointments to External Organisations, as outlined above and set out in <b>He Āpitianga Tahi</b> . c) Provides any comment or guidance to staff to finalise the proposed policy changes for approval in September 2017	Receive paper – the amendments seek to streamline what has become a wieldy process by categorising representative appointments into three categories-tribal, regional and papatipu Rūnanga with appropriate processes identified for each. <b>Initial whakaaro – Tautoko in current form, noting ability to review and refine once operational.</b>
Kaiwhakahaere & Deputy Kaiwhakahaere Position Description Review	That Te Rūnanga o Ngāi Tahu: a) Receives the paper; b) Approve the transitional role description and remuneration	<b>Initial whakaaro Tautoko - the transitional roles and remuneration recommendations provide a good starting point for the new Kaiwhakahaere and Deputy.</b>

## Recommended Reading

Kaupapa	TROM Recommendation
CE's report	<b>Recommended Reading</b>
Kaiwhakahaere Report	<b>Recommended Reading (Information papers)</b>
Farming – Lessons Learnt	<b>Recommended Reading (Information papers)</b>

## IN COMMITTEE AGENDA ITEMS

- Relativity Presentation
- Monitoring Report – NTHC Quarterly Report Q4 2016-17 –August 2017
- NTHC – 4th Quarter
- Confirmation of In Committee Minutes – 17 June 2017
- In Committee Action Points/Matters Arising
- Te Here – Committee Verbal Report
- Te Apārangi – Committee Verbal Report
- External Issues

## HE PEPA WHAKATAUNGA (DECISION PAPERS)

- Whai Rawa Fund Limited – Director Fees Review
- Remuneration Komiti Report

## REMUNERATION KOMITI REPORT- IN COMMITTEE (BOARD ONLY)

- CEO Performance and Remuneration Review
- Kaiwhakahaere Performance and Remuneration Review
- Legal Advice (verbal)

#### HE PEPA WHAKAMARAMA (INFORMATION PAPERS)

- Holdings Living Wage Update
- Te Here Report - April Agenda and Minutes (Confirmed Fri. 16 June)
- Te Apārangi Report April Agenda and Minutes (Confirmed Fri. 16 June)

#### HE PEPA WHAKAMĀRAMA (INFORMATION PAPERS)

- TRARC Update
- Common Seals – Aug 2017
- Office SCI - updated
- PR Election Update – Aug 2017
- Kaiwhakahaere Report - (Q4) ([Recommended Reading](#))
- Farming – Lessons Learnt ([Recommended Reading](#))
- Updated Te Rūnanga Hui Schedule

#### HE TAKE NOA (GENERAL BUSINESS)

This report will be used as the basis for my Post-TRONT Report, which will include a hui to provide an in person update and let everyone know where things are at for the election. If you have any questions, please feel free to drop me a line or call me.

Mauri ora ki a koutou

Susan Wallace - Makaawhio Representative for Te Rūnanga o Makaawhio.

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