

TRONT REPORT JUNE 2018

Nei rā te mihi matakuihui ki a koutou kā uri o Kāti Māhaki ki Makaawhio e whai ake te hui nui o Te Rūnanga o Ngāi Tahu. Tēnā koutou katoa

Te Rūnanga o Ngāi Tahu met on Saturday 16 June 2018. I was unable to attend as I was unwell, but our Alt Representative attended in my stead. As I did not attend, the following report is based on draft meeting minutes and in relation **to decisions made only**.

FORM AND FUNCTION REVIEW SURVEY – Please complete before 31 August 2018.

The Form and Function Review consultation process focuses solely on identifying and making change to improve our governance structures. Given the 20th Anniversary of the signing of the Deed of Settlement in 2017, we launched the review and consultation document at the end of last year, to help us look forward and to fulfill our commitment to provide opportunities for engagement with Te Rūnanga, Papatipu Rūnanga and Ngāi Tahu whānui, as well as regular communication. It can be accessed online (via the following link: <http://ngaitahu.iwi.nz/te-runanga-o-ngai-tahu/ngai-tahu-governance/form-and-function-review/>), or contact me if you want a hard copy.

WĀNANGA RAUTAKI (STRATEGY SESSION)

As part of an Agenda Reform process being undertaken via Form and Function our Hui will now include a Strategy Session each Hui. A **Disaster Response and Recovery** presentation was provided by Robyn Wallace who leads this piece of mahi for the office and has been working with our rūnanga also. An information paper: CD Crisis Management plan is being produced by the office, which I will forward out once received.

HE PEPA WHAKATAUNGA (DECISION PAPERS)

Kaupapa – H&S	Ngā Tohutanga (Recommendations)	<i>Proposed Recommendation/Outcome</i>
Health and Safety report – Quarter 4 and annual performance summary FY18	Te Rūnanga o Ngāi Tahu: a) Receive the paper. b) Provide feedback to further guide improvements to the health and safety kaupapa.	<p><i>Included in report are the final (Q4) H&S Report and Annual H&S Performance Summary, representing the first years reporting in respect to H&S. There is also a copy of an independently contracted review in relation to an Incident at Waipapa Bay (Kaikōura), closed due to EQ damage and the on-going threat of landslides from the hills above the campsite, where the Hiab lifting strops failed, dropping a caravan from a height of approximately 4 metres. Although no-one was hurt, the incident was assessed as Catastrophic (potential for single or multiple fatalities).</i></p> <p><i>In terms of feedback, the Quarterly reports are easy to read and to pick up incidents and mitigation, processes are in place to deal with emotional, bullying, abuse and cultural harm incidents and there are examples of proactive work being carried out to further improve practice (see 4.1-4.3) and the Annual Improvement Plan.</i></p> <p>Tautoko receipt.</p> <p>Approved. Ongoing concern expressed regarding how Te Runanga manage risks and hazards on tribal properties. A discussion with an external consultant will be undertaken in regards to whether a governance rep should sit on the Health and Safety Steering Committee.</p>

Kaupapa – FORM AND FUNCTION	Ngā Tohutanga (Recommendations)	<i>Proposed Recommendation/Outcome</i>
TRARC Terms of Reference	That Te Rūnanga o Ngāi Tahu: a) Receives this paper b) Approves the Te Rūnanga Audit and Risk Committee proposed Terms of Reference attached at Appendix One	Terms of reference has been reviewed by the TRARC Committee themselves and Form and Function. Tautoko receipt and Terms of reference as proposed. Approved in principle with some points noted as requiring further work, including the removal of references to Deputy Chair, which will be addressed in a separate paper so that greater clarity can be provided in regards to reason for the recommendation.
Kaupapa - RISK & COMPLIANCE	Ngā Tohutanga (Recommendations)	<i>Proposed Recommendation/Outcome</i>
Office Monitoring Report - Statement of Corporate Intent FY 19 Office Statement of Corporate Intent FY 19	That Te Rūnanga o Ngāi Tahu acting in its own capacity and in its capacity as Trustee of the Ngāi Tahu Charitable Trust: a) Receives the paper. b) Approves the Office 2018-2019 Statement of Corporate Intent noting no Haea Te Awa budget impacts have been accounted for.	I am still working through the document but expect that it will be approved, with potentially only minor changes if any as the priority expectations are set out in the CE’s Letter of Expectation, Te Rūnanga were able to provide feedback when we met in April and the Office Monitor has been through the document (his comments are included in the paper) Tautoko receipt and recommendation to approve SCI. Approved.
Whai Rawa Monitoring Report - Statement of Corporate Intent FY 19	That Te Here: a) Receives the paper. b) Recommends to Te Rūnanga they approve the WRFL SCI 1 July 2018 – 30 June 2021. That Te Rūnanga o Ngāi Tahu acting in its own capacity and in its capacity as Trustee of the Ngāi Tahu Charitable Trust: a) Receives the paper. b) Approves the WRFL SCI 1 July 2018 – 30 June 2021.	I am still working through the document but expect that it will be approved, as it reflects the priority expectations set out in the Letter of Expectation sent to the Chair of WRFL from te Rūnanga. Neither Te Here nor Te Rūnanga have received the SCI prior to this meeting, but the Office Monitor has been through the document (his comments are included in the paper) and did not signal any material concerns. Tautoko receipt and recommendation to approve SCI. Approved. Note changes to tax rules will make signing up members who don’t have IRD numbers more difficult. This will make increasing overall membership more challenging, therefore stretch targets for increasing member numbers have not been included in this Whai Rawa SCI

Kaupapa - RISK & COMPLIANCE	Ngā Tohutanga (Recommendations)	<i>Proposed Recommendation/Outcome</i>
2018 – 2019 Pūtea Whakamahi Agreement	That Te Rūnanga: a) Receives the paper b) Approves the form of Te Pūtea Whakamahi Agreement for the year ended 30 June 2019 attached at Appendix That Te Rūnanga: a) Receives the paper b) Approves the form of Te Pūtea Whakamahi Agreement for the year ended 30 June 2019 attached at Appendix Two.	Noting we are one of three rūnanga noted as not reporting – this is to confirm that the report has been completed and furnished, however, the financials are yet to be finalised and have therefore not been submitted yet. An anomaly identified in the accounts is being recorded with intent to address in this financial year. Currently awaiting finalisation of accounts. Tautoko receipt and approve recommendations Approved.

HE PEPA MATAPAKI (DISCUSSION PAPERS)

Kaupapa – FORM & FUNCTION	Ngā Tohutanga (Recommendations)	<i>Proposed Recommendation/Outcome</i>
Form & Function Update	That Te Rūnanga: a) Receives the paper	Approved. Survey responses are low, although as a result of good engagement from Roadshows, with record numbers of whanau attending, it is expected this will pick up. The survey response date has been extended to the end of August. A report on the costs has been requested and will be provided to TRONT.
Committee Chair and Deputy Chair Role Descriptions	That Te Rūnanga: a) Receives the paper That Te Rūnanga approves the Chair & Deputy Chair roles, as amended for Te Here and Te Apārangi	Approved. Proposal is the addition of Deputy Chairs to Te Here and Te Apārangi to ensure succession planning, to provide opportunities for more Representatives and to develop their leadership and governance skills.
Remuneration Charter	That Te Rūnanga: a) Receives the paper	Approved. Amendments were identified in the paper

IN COMMITTEE

HE PEPA MATAPAKI (DISCUSSION PAPERS)

- Watson and Son – Post Investment Review



HE PEPA WHAKATAUNGA (DECISION PAPERS)

- NTHC Monitoring Report - Quarterly Report quarter end 31 March 2018 ✓
- NTHC Quarterly Report quarter end 31 March 2018 ✓
- NTHC Monitoring Report - Statement of Corporate Intent FY 19 ✓
- NTHC Statement of Corporate Intent FY 19 ✓
- External Issues update ✓

HE PŪRONGO Ā-WAHA (VERBAL REPORTS)

- Te Here Report (verbal) ✓
- Te Aparangi Report (verbal) ✓

WHAKATŪTURUTANGA O NGĀ MINITI (CONFIRMATION MINUTES)

IN COMMITTEE MINUTES

- Minutes of 21 April 2018 ✓
- Action Points/ Matters Arising ✓
- *Move out of In Committee* ✓

MINUTES

- Minutes of 21 April 2018 ✓
- Action Points / Matters Arising ✓

HE TAKE NOA (GENERAL BUSINESS)

- Release of In Committee papers
 - NTHC – Quarterly Report (ended 31 March 2018)
 - Appendix One - External Issues Paper (with amendments noted)

HE PEPA WHAKAMĀRAMA (INFORMATION PAPERS) *Taken as read not discussed*

- Remuneration Committee Quarterly Report
- Common Seals Usage – Schedule 120
- Hui ā Iwi 2019
- Outcomes Framework Proposal
- Mycoplasma Bovis Risk Management Plan

As always, if you have any questions or issues you wish to discuss, please contact me.

Mauri ora ki a koutou

Susan Wallace - Makaawhio Representative for Te Rūnanga o Makaawhio

Phone 0275556634