

Te Rūnanga o Waihao Annual General Meeting



1:00pm
Sunday, 8th October
2017

KARAKIA

E Te Atua kaha rawa i tē rangi
Homai ki a mātou, tōu kaha, tōu māramatanga,
tōu rangimarie, i waenganui i ō mātou ngakau,
ki tē whakapai tā mātou mahi
mō tē Whānau Whānui o Waihao, i tēnei rā.

This is a simple prayer asking for strength,
understanding and peace in our hearts to bless our
work for the widespread Waihao Whānau this day.

TE WAIATA O TE MAHINGA KAI

NĀ: KELLY DAVIS TE MAIRE

Anei ano nga korero
A taua ma a poua ma
I te kaupapa
I wharikitia e ratou
Mo nga taonga e
O te mahinga kai

Kei whea ra nga kokopu
Nga kokopara
Inaka waikakahi ma
Me nga hao nga waikura
Kaeo kanakana e (x2)

Ki te awa tapu o waihao
I tupu ai enei kai
Mo te oranga o nga whanaunga hapu
Kura kura kai tahu e
Kura kura kati mamoe e
Kura kura waitaha e

TRANSLATION

Here is another of the stories of
Our Taua and our Poua
Of the issue they have laid out before us
Of that most precious thing
Our ability to gather food

Where now are the kokopu, the kokopara
The whitebait, freshwater mussels, the hao eel,
Freshwater crayfish, Kaeo, and Lampreys

In the Sacred river of Waihao
These foods were nurtured
For the health of our families our Hapu
Kai Tahu, Kāti Mamoe, Waitaha

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CHAIRPERSONS WELCOME
GRAEME LANE



Tēnā koutou

The 2017 AGM has come upon us very quickly. I have tried to cover all aspects of the Rūnanga year within my report, and to thank and recognise those responsible. But as you can well imagine there has been many people and if I have missed anyone please accept my apologies.

Although numbers were down slightly this period, the marae has still been extremely busy with bookings and visitors. The new administration initiatives which were touched on in last years' report have shown their value again this year by providing data to make my report possible.

Again this year it is exciting for me to see tamariki at the Marae both due to school visits and Wānanga. It is also pleasing to see the kaumātua gathering for communal lunches and I hope to see greater participation of kaumātua within our committees moving forward.

Marae Development is on-going although progress has not proceeded as I initially thought it would, hopefully aided by the Executive we will progress this at a faster rate.

As in previous years, we have received funding from external agencies, this has assisted in projects around the marae and this will be elaborated on throughout the report.

Since the last AGM we have welcomed two new members to the Executive, Jennifer Thomas and Wendy Heath and I would like to take this opportunity to thank not only them, but all the Executive for the work they have done throughout the year.

The Executive have moved away from a portfolio structure to establishing more committees to assist in spreading the workload among whānau. Thank you to all whānau that have joined these committees. Over the last year the following committees have been formed: Education, Wellbeing, Policy, Environmental and Workplace Health & Safety. As well, new policies and procedures have been established and put into effect. These can be viewed along with other information in our new rūnanga website which went live in September this year.

Another initiative that has had a major impact on the rūnanga, from an operational perspective, has been the introduction of the Zoom Room (video conferencing) by allowing for greater whānau participation in marae planning and committees.

Special mention of thanks to Tewera, Wendy and Aunty Sis for being on call for pōwhiri as required, as well, I would like to thank the Marae staff (Ron, Mary and Maurice) for their dedication and effort in making this a successful year.

Ngā mihi nui

Graeme

DRAFT MINUTES OF:
Te Rūnanga o Waihao Annual General Meeting
Sunday 25th September 2016

Item 1. Call to order

Chairman Graeme Lane called to order the Annual General Meeting of Te Rūnanga o Waihao at 1:12pm on September 25, 2016 at Waihao Marae, 25 Maori Road, Morven, Waimate.

Karakia

Tewera King

Waihao Holdings Co. Report

(As Juliette Stevenson could only stay for a short time at this meeting, the Chairperson asked her to speak to the meeting first) Juliette read to the floor the report from Holdings Co. Chairperson Jeff Goldsmith (Page 16-17 of AGM Book), and acknowledged that Jeff has offered to come to the next whānau meeting to speak on this, if the whānau wishes. Juliette called for any questions from the floor. Jennifer suggested that Holdings look to invest in rental properties, to which Juliette replied that Holdings were unable to make any further investments until such time as the IncSoc have advised Holdings the sum they require on call. Juliette moved that this report be accepted as tabled, Jennifer seconded. Carried.

Safety Brief

Graeme Lane provided a safety brief.

Present & Apologies

The following persons were present, as listed on the document upon entering the meeting.

Present: Graeme Lane, Ivy Johnston, Martyn Smith, Sara Eddington, Sue Eddington, Howard Marshall, Dardanelle McLean-Smith, Debbie Brunton, Ian Brunton, Lex Brunton, Peter Brunton, Rickardo Brunton, Trevor Brunton, Maku Davis-Te Maire, Rynee De Garnham, Wendy Heath, Aerine Heath-Boyd, David Higgins, John Hughes, Tewera King, Echo Malcolm, Janice McEwen, Ivy McGaughey, Maddison McLean-Smith, Justine Pinnell, Barry Reid, Wendy Reid, Mavis Smith, Juliette Stevenson, Bridget Te Maiharoa, Koata Te Maiharoa, Margaret Te Maiharoa, Anne Te Maiharoa-Dodds, David Thomas Snr, Jennifer Thomas, George Tripp, Judith Watson, Gloria Wilkie, John Wilkie, Thomas Williams. Also, Ron Donaldson & Mary Oughton.

Apologies: Diamond Binnie, Helen Bowen, Gareth Bowen, Jacqui Brunton, Hinerangi Ferrall-Heath, Beth and Craig Forgie & whānau, Kane Freeman, Casey Freeman, Jeff Goldsmith, Tyrone Gosling, Kara Hayes, Gregory Heath, Parris Heath, Sharyn Heath, Simon Heath, Trudy Heath, Amanda Malu, Caley McLean, Joanne McLean, Sacha McMeeking, Kristine Morrison, Kāhu Ross, Jayne Smith, Samantha Sykes, Lesley Te Maiharoa-Sykes, Maureen Te Maiharoa, Graeme Thomas & whānau, Joseph Williams, Michael Williams, Samantha Williams, Phoebe Rose Williams,

Nga Mate

Huia Dunn, Rae Tutaki (Taipena), Missy Taiaroa, Linda Grinelle, Aunty Ray Taiaroa, Dorothy 'Aunty Mahana' Walsh, Matenga 'Marty' Taiaroa, Doyle Te Maiharoa, Te Whe Phillips, Roy Hix, Jodi Smith, Grant Tumarū, Don Williams.

Item 2. Minutes of the Previous AGM

The previous AGM minutes (Page 4-6 of AGM Book) were tabled. Ivy Johnston requested the following persons be added to the attendance register: Wendy Heath, Gerry Te Kapa Coates, Anne Dodds and Rynee De Garnham. Jennifer Thomas requested that within Item 13, paragraph 5, the name be amended from Yvonne to Lorraine. Sue Eddington moved that the minutes that were presented, with amendments be accepted, Tom Williams seconded this. All in favour. Carried.

Item 3. Chairperson's Report

Graeme Lane thanked everyone for coming today, and thanked the Executive on what has been achieved. There has been a large number of people to the marae in the past year, averaging two bookings a week. Thanks to Mary and Ron in the office for everything they've done in the year.

Discussion Item 1: Uncle Dave complained that the whānau meetings were getting cut too short. The Chairperson elaborated that on numerous occasions he had requested that the whānau provide direction as to what should be included in whānau meetings, but no direction has been given to date. He also highlighted that thought should be given to meeting start times.

Item 4. Executive & Annual Reports

Point of order: David Higgins requested that the name 'Franz Joseph' Helicopters within the TRoNT Report (Page 19 of AGM Book), be amended to the correct name of 'Glacier & Southern Lakes' before the document becomes public domain. The Chairperson requested all members to strike out the above and insert correct the name 'Glacier & Southern Lakes'.

Graeme moved that the Chairperson's report, and all other reports (Pages 7-39 of AGM Book) be accepted as tabled, and that whānau take these books home to read over and bring any questions they may have to the next whānau meeting, Lex seconded this. All in favour. Carried.

Item 5. Financial Documents 1st July 2015 - 30th June 2016

The Treasurer Martyn Smith noted that the audited reports are not finished yet. These will be available to Whānau when complete.

Martyn asked that Mary read aloud to the floor an email he had received from the auditor (late paper that is not included in the Finances Book) explaining that the audit reports are not available yet but that he was comfortable with Martyn presenting these finance documents with the proviso that they are subject to audit completion. Martyn then read through various points of the finance documents. The Treasurer moved that these financial reports be accepted as tabled, Wendy seconded this motion. All in favour. Carried.

Item 6. Appointment of Auditor

Martyn Smith moved that Mitchell Auditors be appointed as the independent auditor for the 2016-2017 financial year. George Tripp seconded this. All in favour. Carried.

Item 7. Appointment of Members to Rūnanga Executive

Graeme Lane informed the Whānau that there were six vacant positions on the Executive. There had been two resignations during the year, and Graeme Lane, Sue Eddington, Ivy Johnston, Martyn Smith had all completed a 3 year term on the Executive and therefor had to stand down, but were available for re-election. Ron Donaldson and Barry Reid were then appointed as scrutineers.

Graeme then stood down as Chairperson and invited David Higgins to facilitate this part of the election process until such time as a new Chairperson is appointed.

Permission was given by the floor that the voting slips be destroyed on completion of the count.

Vote 1: Chairperson

David Higgins, as acting Chairperson, called for nominations from the floor for the position of Chairperson.

- Graeme Lane was nominated by Lex Brunton, and seconded by Tom Williams.

No further nominations were placed. David declared Graeme as the elected Chairperson. David then offered the Chair back to Graeme who facilitated the meeting thereon.

Vote 2: Treasurer

The Chairperson called for nomination from the floor for the position of Treasurer.

- Martyn Smith was nominated by Dave Thomas, and seconded by Jennifer Thomas.
- Juliette Stevenson was nominated by Lex Brunton, and seconded by Wendy Heath.

Discussions from the floor were held in relation to accepting nominations in the nominees absence. Ron Donaldson, on permission from the Chair, read an email with advice from Chris Ford on this matter. The floor accepted this advice and the Chairperson accepted the nominations from the floor.

No further nominations were placed. The registered whānau were then invited to place their votes for this position. Voting concluded, and Graeme declared Martyn Smith as the elected Treasurer.

Vote 3: Secretary

The Chairperson called for nomination from the floor for the position of Secretary.

- Ivy Johnston was nominated by Ivy McGaughey, and seconded by Bridget Te Maiharoa.
- Jennifer Thomas was nominated by Aerine Boyd, and seconded by Mavis Smith.

No further nominations were placed. The registered whānau were then invited to place their votes for this position. Voting concluded, and Graeme declared Ivy Johnston as the elected Secretary.

Vote 4: Executive Members

The Chairperson called for nomination from the floor for the three (3) vacant positions on the Rūnanga Executive.

- Jennifer Thomas was nominated by Mavis Smith, and seconded by Ivy Johnston.
- Sue Eddington was nominated by John Wilkie, and seconded by Tom Williams.
- Lex Brunton was nominated by Debbie Brunton, and seconded by Bridget Te Maiharoa.
- Wendy Heath was nominated by Tewera King, and seconded by Howard Marshall.
- Ian Brunton was nominated by Debbie Brunton, and seconded by Peter Brunton.
- Jo McLean (absent) was nominated by Graeme Lane, and seconded by Ivy Johnston.
- Justine Pinnell was nominated by Tewera King, and seconded by Wendy Heath.

No further nominations were placed. The Chairperson asked the floor if any nominees should not be considered for election due to not meeting the requirements of 'The Rule's Sect. 17 (d) (participation). No opposition was made.

Each of the nominees spoke to the floor, then registered whānau were then invited to place their votes for these 3 positions.

Voting concluded, and Graeme declared Jennifer Thomas, Sue Eddington and Wendy Heath all elected to the Rūnanga Executive.

Item 8. Changes to 'The Rules' of Te Rūnanga o Waihao

Whānau were asked to review the proposed rule change to 'The Rules' Sect.17 Election the Rūnanga Executive and Appointment of Officers (on Page 41 of AGM Book). After providing time for all to read this change, Sue moved that this proposed change be adopted, and Ivy Johnston seconded this. All in favour carried.

Presentation

John Wilkie was called from the floor by the Chairperson, and thanked for his many years of contribution to the environment on behalf of the rūnanga. Tewera and Graeme presented John with pounamu and also, a longfin eel sculpture in recognition of his commitment. John addressed the meeting with thanks.

Karakia

Tewera King

Adjournment

Chairman Graeme Lane closed the meeting at 2:48pm

Minutes taken on the day and then documented by Mary Oughton. Independent minute taker.

CHAIRPERSONS REPORT

MARAE BOOKINGS: OCT 2016 TO SEPT 2017

Chart 1 below represents the number of confirmed bookings that have taken place at the Waihao Marae for period Oct 2016 to Sept 2017. Each bar on the chart represents total number of different bookings for that month shown (e.g. Oct – 2017 there were 13 separate bookings). The different types of bookings are listed but not limited to:

- Appointments/Interviews
- Community Groups
- Corporate Groups
- Environmental Hui
- Kaumātua Hui
- Noho Marae
- Private Functions
- Public Meetings
- Rangatahi Wānanga
- School Excursions
- Steering Group Meetings
- Te Reo Māori
- TRoW Executive
- TRoW Whānau Hui
- Waimate District Council (Mayor)
- Whānau Birthdays
- Whānau Hui
- Whānau Reunions

Total Bookings for the period Oct 2016 to Sept 2017 = **One Hundred Forty Four (144)**

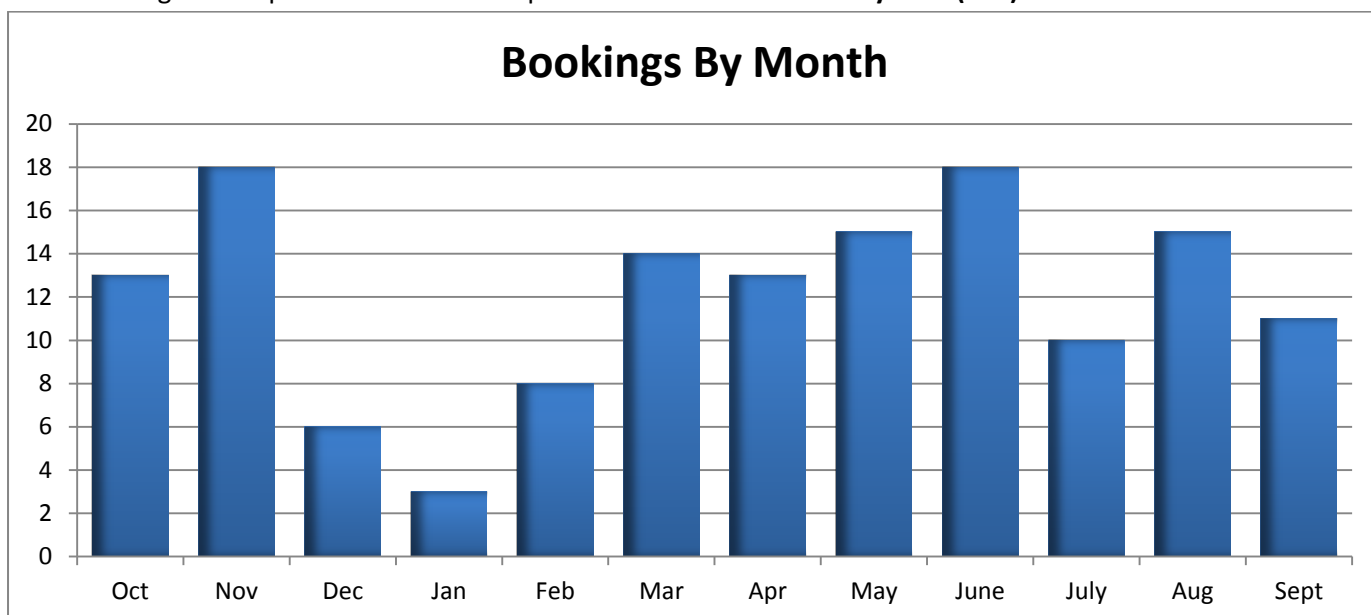
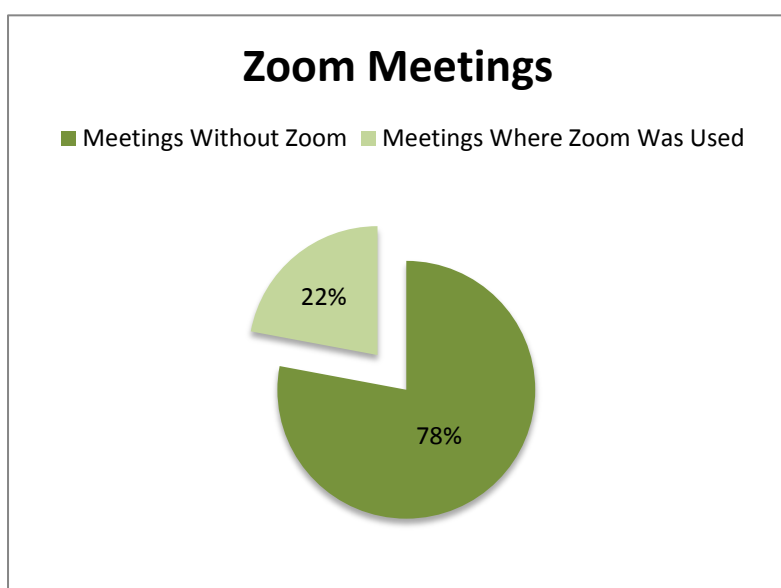


Chart 1 Bookings By Month



Of the meetings held at the Marae for Oct 2016 – Sept 2017, 22% of those have had a Zoom component, that is where at least 1 member participating in the meeting connected by video conference. It should be noted that the Zoom platform has only been in use since April 2017. The savings by using Zoom are becoming apparent in that it has reduced both travel and time for many. Of special note is that since the introduction of Zoom, whānau residing in the North Island have become actively involved in rūnanga committees.

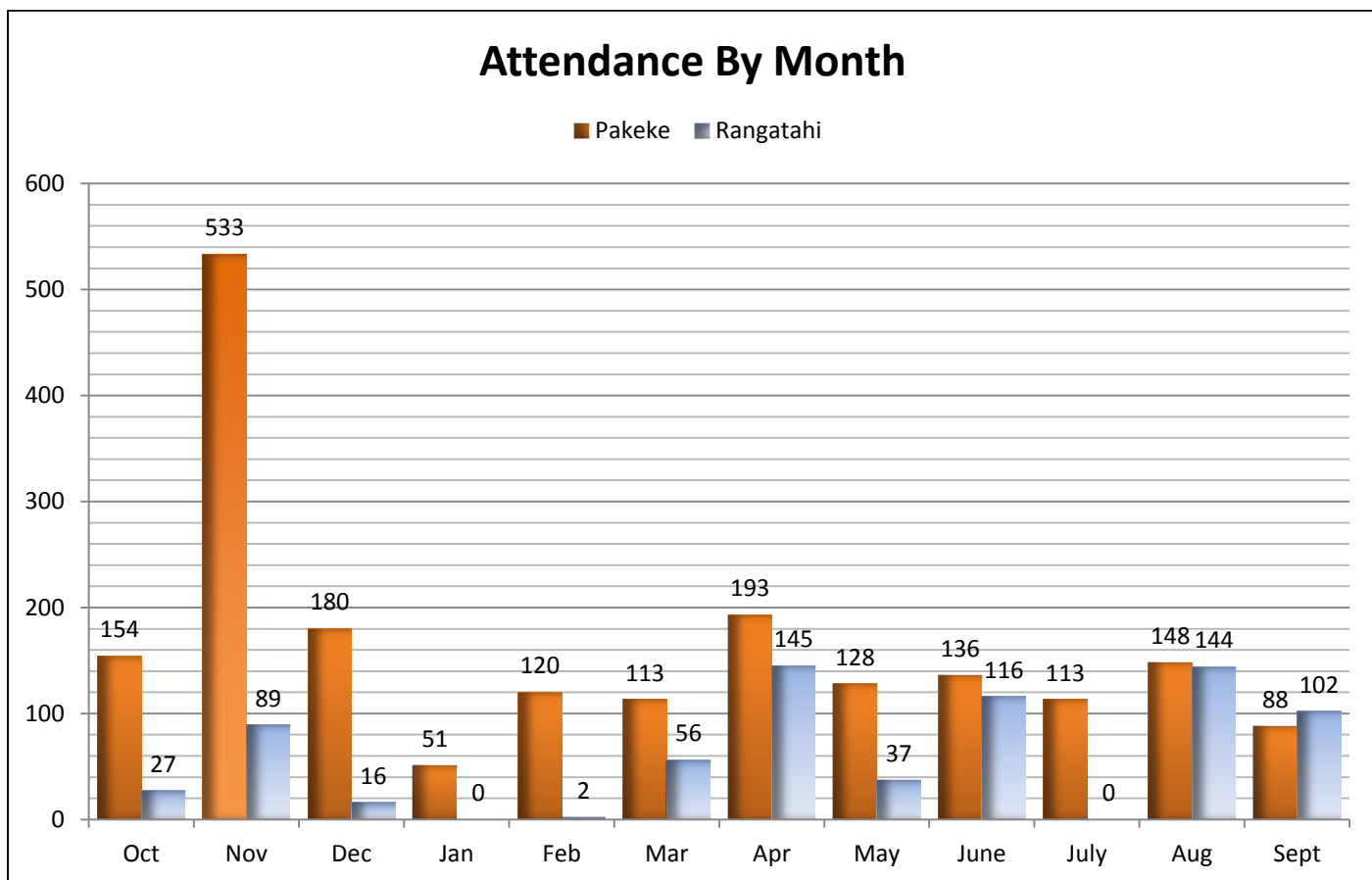
Chart 2 Zoom Meeting

¹ Sourced from Te Rūnanga o Waihao Database

² Sourced from Te Rūnanga o Waihao Database

Attendance by Month

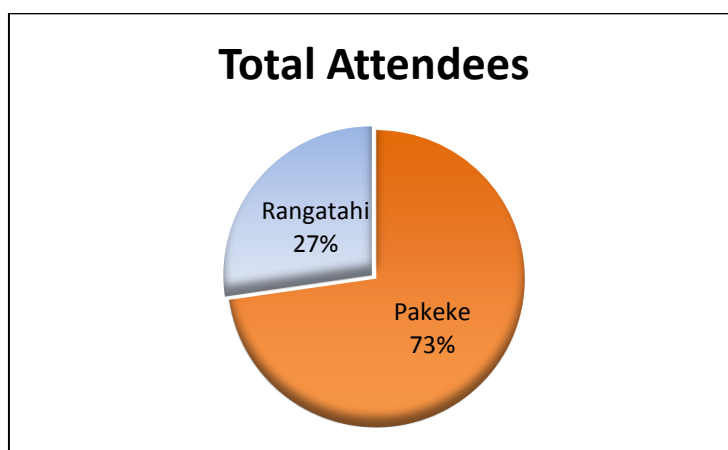
Chart 3 displays the amount of people that were present at the Marae resulting from Marae Bookings or attended a Marae organised event on any given month. E.g. Oct 16 - 154 Adults and 27 Children attended the Marae.



Chart³ Attendance By Month

Total Numbers of Attendees at the Marae or Marae events

Chart 4 displays as a percentage the amount of adults and children that attended the marae from Oct 2016 to Sept 2017.



Chart⁴ Total Attendees

Note: Both graphs above do not include the 500 children that attended the Waimate Matariki Festival, in the month of June.

³ Sourced from Te Rūnanga o Waihao Database

⁴ Sourced from Te Rūnanga o Waihao Database

SCHOOL VISITS

It is exciting that ten (10) schools in the South Canterbury district have visited the Marae. As well as day visits, some of the schools have stayed overnight and conducted specific tasks such as peer support mentoring and the kapa haka practise.

Contributing to making this a great year for school visits is the interesting and diverse activities offered by both external agencies and whānau. I would like to thank the following who have made the schools welcome and their visits successful.

- Debbie – ECAN Education
- Wes - Te Ana Maori Rock Trust
- Ruth and other staff from Timaru Museum
- Janet, Suzy and the team from WAVE
- Aunty Sis, Wendy, Tewera and Irai.
- Ron, Mary and Maurice

List of Schools Attending

29/07/2017	American Students	7/12/2016	Waimate High School - Peer Support
12/04/2017	Barton School	27/01/2017	Waimate High School - Staff Day
9/11/2016	Craighead School	17/11/2016	Waimate High School - Year 7
23/08/2017	Glenavy School	12/05/2017	Waimate High School - Year 9
17/10/2016	Timaru Girls High	9/06/2017	Waimate High School - Kapa Haka
2/03/2017	Waihao Downs School	21/09/2017	Waimate John Street Kindergarten
15/06/2017	Waimataitai School	13/09/2017	Y.M.C.A



WAIMATE MATARIKI FESTIVAL

The Matariki festival was again held in Waimate, with all the local schools attending. Special thanks to the Matariki committee and Wendy for organising and co-ordinating the event. The Marae was tasked with supplying the children lunch. The kai cooker were fired up at 5:00am with 500 people provided with kai between 1pm to 1.45pm. Thanks to whānau and staff for their help at the school and to those who started early and cleaned up into the evening. This was the first time using the Kai Cook Trailer, which proved to be a fantastic asset.

WEB PAGE

The new website www.waihaorunanga.co.nz is up and running and thank you to the whānau who have emailed the office congratulating them on a job well done. I would strongly encourage whānau to contribute both to Pānui and Gallery by emailing information/photos to the office, and to use the electronic forms within the website as much as possible. It was promising to note that on the first day the webpage was live, the office received two online registration applications.



The website, as well as being informative by pānui and event schedules. Hopefully next AGM we will have some statistics on usage of the website. I would like to thank the staff and whānau for assisting both with content and the vigorous testing that was required prior to the launch.

WAIHAO MARAE GARDEN PROJECT

Funding for the Garden, and Corrective Services NZ onsite assistance has been greatly received, and I would like to thank the following for this:

- Corrective Services NZ
- ECAN
- Meridian Energy
- Te Puni Kōkiri

Again this year the progress in the garden has been hampered by severe weather conditions. However, progress has been made with the heated propagating bed and the irrigation weir being installed in the Morven Glenavy Irrigation (MGI) channel. I'd like to take this opportunity to thank MGI for allowing us to draw water free of charge from their channel. This will benefit the garden immensely.

A new garden shed has been erected to secure all tools and equipment. Planting has commenced on a larger scale this year, and hopefully kai will be distributed where logistically possible to whānau or where whānau attend the marae. As well, fresh vegetables will be drawn on to substitute catering requirements.

Thanks to Ian and Lex for their ongoing work in the garden and I extend an invitation to whānau to participate where possible in this venture.



TE REO MĀORI

Classes for Te Reo Māori are currently funded by Ministry of Education and are facilitated by Wendy Heath at the marae on Wednesday nights from 7pm - 9pm. The 2017 classes have run aligned to the normal school terms and are continuing to attract both whānau and community members. The classes are aimed at beginners with both Te Reo and Tikanga be taught and discussed.

REGISTRATIONS

Currently six hundred and ninety nine (699) whānau are register members of Waihao. With the introduction of electronic registration we anticipate future increases to this. Whānau updating their contact details has had a small improvement, however 40% of whānau have not contacted the office to confirm or update their records.

TE RŪNANGA O WAIHAO REPRESENTATIVES

The table below identifies who represents the Rūnanga at different internal and external committees (at Sept 2017). I would like to thank all those listed below (and anyone I have missed) for giving up time in representing the Rūnanga. Also I would like to thank the Rūnanga office staff for the assistance they provide those groups listed below.

Portfolio, Committee etc.	Membership	Comment
Governance		
TRoNT Rep	Jo McLean Juliette Stevenson (Alternate)	As set out
Waihao Holding Company	Jeff Goldsmith (Chairperson) Jacquie Brunton Jo McLean Juliette Stevenson Lesley Te Maiharoa – Sykes	Quarterly Meetings or as required
Waihao IncSoc Executives	Graeme Lane (Chairperson) Dardanelle McLean-Smith Howard Marshall Ivy Johnston Jennifer Thomas Martyn Smith Sara Bentley (nee Eddington) Sue Eddington Wendy Heath	Meet monthly and as required by Zoom or additional meetings
Committees		
Appointments	Ian Brunton (Chairperson) Uncle Dave Thomas Jennifer Thomas Lex Brunton Graeme Lane	As required
Building	Aunty Sis (Chairperson) Graeme Lane Barry Reid Howard Marshall Martyn Smith	As required
Education	Wendy Heath Sara Bentley Samantha Sykes Warren Beard	Bi Monthly or as required
Employment	Jo McLean (Chairperson) Ivy Johnston Graeme Lane	Monthly Staff meetings and as required
Environmental	Sara Bentley (Chairperson) Members TBA	As required
Grants	Ivy Johnston Howard Marshall Martyn Smith	On receiving Grant applications.
Kaumātua	Ivy Johnston (Interim contact)	TBA
Policy	Jennifer Thomas Ivy Johnston Wendy Heath	Monthly

Well Being	Dardanelle McLean-Smith Karyn Reid Martyn Smith	TBA
Workplace Health & Safety	Jennifer Thomas (Chairperson) Michelle Reid Rūnanga Staff	Monthly

Steering Groups		
Te Mana o Te Wai Wainono Restoration Project	John Wilkie (Chairperson) Barry Reid Howard Marshall Kennedy Lange (Project Manager) Martyn Smith Ned Norton (Scientist) Sara Bentley Sue Eddington (Minute Taker) Uncle Dave Thomas	Monthly to Bi Monthly as required
Waihao Garden Project	Graeme Lane (Chairperson) Lex Brunton Ian Brunton	Monthly

External Committees		
Aoraki National Park Management Plan		
Bio Diversity and Ecosystems Working Group Long Fin Eel Workshop	John Wilkie	As Required
Community & Public Health	Sue Eddington	
CWMS Rūnanga Rep	Dave Higgins	South Canterbury Rep
Hunter Downs Water - Ngāi Tahu Liaison Group	Sara Bentley	As Required
Hunter Downs Water – Papatipu Rūnanga Board Member	Tewera King	Quarterly
Kāi Tahu ki Otago Ltd (KTKO) – Shadow Board member	Jennifer Thomas (Interim)	Monthly
Lower Waitaki Zone	Sue Eddington	Monthly
Meridian Governance Group	Tewera King Sue Eddington	Bi Monthly
Ngāi Tahu Earth & Sky	Tewera King	As Required
Ngai Tahu Maori Rock Art Trust	Wendy Heath-King	Quarterly
OTOP	Sue Eddington	Monthly
SCDHB Māori Health Advisory	Juliette Stevenson Sue Eddington	Quarterly
Te Paiherenga	John Wilkie Sara Bentley	Bi-Monthly
Te Rōpū Tuia	Sue Eddington Sara Bentley	Quarterly
Upper Waitaki Zone	John Wilkie	Monthly
Waimate District Council (WDC) - Civic Awards	Ivy Johnston	As Required
Waimate District Council Mayor and CEO	Graeme Lane	Bi Monthly

Most meeting notes/minutes are available from the office on request.

TE RUNANGA O WAIHAO HOLDINGS LIMITED
CHAIR'S REPORT FOR THE YEAR ENDED 30 JUNE 2017



The Directors of Te Rūnanga O Waihao Holdings Limited (NTRW) are pleased to report another successful year.

This is my second year of Chairing the board, and third year as a member of the board. No changes were made to the board during the year with existing directors of Juliette Stevenson, Jacqui Brunton, Jo McLean, and Lesley Sykes remaining. I would like to thank all the directors for their support and contribution to the smooth running of the company during the year. I have also taken on the role of Treasurer during the year.

The Financial Report shows a very positive result with a profit of \$36,236 compared with a \$89,728 profit last year (current year included additional payment of \$45K to Inc Soc for Marae Development). Shareholder's equity has risen by 2% to \$2,490,933 (FY16 \$2,454,697). Direct Distributions to whānau included Kaumātua Grants of \$12,800.

Current Assets of \$1,537,950 (FY16 \$1,493,318) are held mainly as bank deposits, . The \$500,000 invested in Ngāi Tahu Property Group in FY16 (Te Haumi Whakamana) has again performed well returning a 7% cash return, along with an overall increase in the capital value of this Investment during the year of \$6K for a total return on this investment of 8% for the year. Total market valuation of this investment is now \$551,878. This original investment facility developed by Ngāi Tahu Property (NTP) is to provide opportunities for Papatipu Rūnanga to have opportunities to invest in lower risk property investment, with consistent cash returns, and enable a more direct and open relationship between Papatipu Rūnanga and the Ngāi Tahu Holdings Group.

There have been no other changes to other investment assets held, with the long term assets still held that include a rental house at Fairlie, the Waimate Forest (\$392,987 the same as last year) and shares in Ryman Healthcare of \$69,834. It should be noted that the rental property in Fairlie has had flooding issues during the year and this investment will be looked at closer during FY18.

The Company continues to hold funds of \$500,000 from Pūtea Tautoko for the Inc Soc and the money will be released to it as required for capital expenditure and Marae Development improvement projects. Payment of Pūtea Whakamahi income has been matched with the monthly Inc Soc's operational budget requirements. \$207,036 of Te Putea Whakamahi is also held by the company on behalf of the Inc Soc and is available for distribution when required for any new projects or operational programme delivery.

The mahi in the current year of the board focused more looking to develop good processes and procedures. Short term bank investments have now been combined to enable the board to have the ability to look at new investments. The Holdings Board and 3 representatives from the Executive Committee recently meet with JB Were (investment advisors) to identify a potential investment strategy where the current funds held in short term cash are transitioned to higher earning investments, over a balanced portfolio, to provide higher risk free returns than the current cash in bank returns. Following on from this meeting JB Were and the Holdings Board will provide a summary of the options for the Executive to review.

The investment framework of the company is to ultimately ensure we preserve and sustain the pūtea "Mō tātou, ā, mō kā uri, ā muri ake nei", "For us and our children after us". We will continue to take a conservative approach to investments, unless the Inc Soc directs us to look for higher risk investment returns.

Summary Investments and FY17 Net Returns
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	Asset Allocation	Net Return	Current Book Value	Current Market Value	Entry Date
Short term Cash Deposits	61%	3%	1,528,976	1,528,976	
Te Haumi Whakamana	20%	7%	500,000	551,878	1/10/2015
Ryman	3%	3%	69,834	82,900	18/10/2003
Waimate Forest	12%	10%	291,467	480,000	30/06/2004
Fairlie Property	4%	7%	102,522	180,000	2/07/2002
	<u>100%</u>		<u>2,455,582</u>	<u>2,789,647</u>	

Ngā Mihi

JEFF GOLDSMITH
CHAIR

TREASURER REPORT
MARTYN SMITH



Again, this year has been productive for Te Runanga o Waihao and the executive, continuing the momentum from the previous year. Budgeted capital expenditure for the 16-17 year included the final payment for the relocation and fit out of the new office space, new website and fit out of Zoom conference room.

External funding has been sourced to assist projects from Te Puni Kōkiri (Moving the Maori Nation), Meridian, Department of Corrections and Department of Corrections for the Garden Project, He Oranga Pounamu for Collaborative Wellbeing Events.

The DFA has had some changes to improve the accountability and transparency of the process. As of last year we had to adopt Tier 3 Reporting Structure for our accounts. This structure is still in place and this year's Financial Report also shows financial and non-financial information (vision/mission, reliance of volunteers/donated goods and services etc).

The office is also continuing the good work from the previous year through the marae booking system. This tracks the costs related to each individual booking. We are still improving our cost recovery on food expenditure with each booking.

I am including total expenditure (Table 1) over the financial year July 2016-June 2017 for our representatives in this report and will continue to do so in others to improve transparency for our members.

	Exec Hui Attendance	Exec Payment	Allowance (Graeme)	Wage Reimbursement	Travel Representatives	Travel Executive Hui	Total
Dardanelle McleanSmith	11.80	5,900.00	0.00	0.00	0.00	200.00	6,100.00
Graeme Lane	12.00	6,000.00	7,000.00	1,187.50	0.00	0.00	14,187.50
Howard Marshall	12.00	6,000.00	0.00	480.00	0.00	0.00	6,480.00
Ivy Johnston	12.00	6,000.00	0.00	0.00	1,308.46	234.36	7,542.82
Jennifer Thomas	9.00	0.00	0.00	0.00	3,559.94	1,561.92	5,121.86
Marty Smith	12.00	6,000.00	0.00	1,430.63	230.40	0.00	7,661.03
Samantha Sykes	1.00	500.00	0.00	0.00	0.00	0.00	500.00
Sara Eddington	11.50	5,750.00	0.00	6,480.00	57.60	0.00	12,287.60
Sue Eddington	12.00	6,000.00	0.00	735.00	538.44	0.00	7,273.44
Wendy Heath	9.00	4,500.00	0.00	0.00	118.08	0.00	4,618.08

Table 1⁵

I would like to thank the Executive, Ron, Mary, Maurice, Jo and Juliette for all the work they put into the marae, and for the external representation of Waihao whanau. I would also like to thank those whanau members who again, consistently make themselves available when the marae or our whanau are in need. If you have any questions about the financial reports, please do not hesitate to ask.

Nga mihi
Marty

⁵ Sourced from HC Partners

TRoNT REPRESENTATIVE REPORT

JO MCLEAN



As I think back over the past 12 months, firstly I cannot believe how fast this last year has gone by. Last year has seen some significant changes occur around the TRoNT Table, the most significant being that of Ta Mark not standing in Kaikoura. While I know that we have celebrated the leadership and work that he did through his tenure, I wish to reiterate the sentiments and I am grateful and honored that I had the opportunity to be at the Table under his leadership.

The Table has however taken this time to stop and reflect on what we are doing, how we are doing it, is it fit for purpose today, what could we do better, where and what might we look like in the future. I think that this is exciting and with a new leadership being formalised in November it is a great opportunity to do this.

As TRoNT Rep I have taken as many opportunities, where I have been able to, to participate in committees that have come up through the year. Some of the committees I have been involved with have been the NTHC Appointment Committee, developing the Shareholder Agreement, I have sat on a Subsidiary Appointment Committee and I was appointed by the Table to the Form and Function Working Party and the KW/DKW Review.

As well as the above I have been fortunate in Representing Te Runanga at three Roadshows and have attend a number of events as a Representative TRoNT. I have thoroughly enjoyed these opportunities and continue to build on my knowledge and experience in Governance and as a Representative of a Tribal Organisation. Just recently I attend an Iwi Leaders Justice Forum in Hamilton which was incredibly enlightening and an area that I am keen to see Iwi take a greater leadership role in.

I was very honored to have been appointed to the role of Chair of Te Here, until our November hui. This has been a steep learning curve, but I have relished the opportunity this has provided. While a considerable amount of work has come with the role, it has provided a different level of oversight and insight to some of the work that the Iwi are doing.

In closing I would like to thank the Whanau and Executive for their continued support, and I would like to acknowledge Juliette in her role as Alternate. Juliette has been active in her participation and it has been great to see her in attendance at meetings. She has been instrumental in bringing together Alternates so that they can support each other and get to know each other better, which in turn will provide additional support for Representatives.

I am looking forward to the coming year with excitement and can see that it will bring new challenges, new directions and new opportunities for all.

No reira tena koutou, tena koutou, tena koutou katoa.

WAIHAO EXECUTIVE SECRETARY

IVY JOHNSTON

It has been a pleasure being Secretary for the Runanga. Of particular delight, is the many thank you letters and emails I receive from kaumātua and whānau on receipt of their birthday card and voucher.

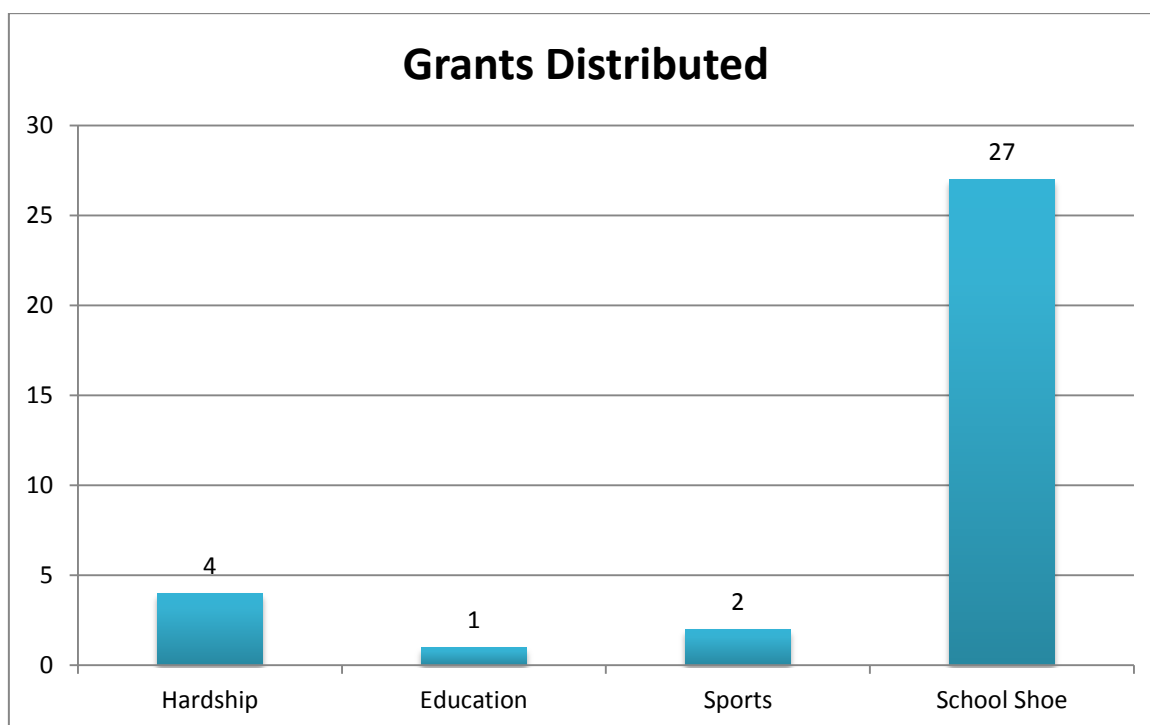


GRANTS COMMITTEE REPORT

IVY JOHNSTON

In total the Grants Committee has considered and approved 34 applications for grants (see Chart 6) in the last 12 months. These grants have been for Hardship, Education, Sports and Special Projects (School Shoe Grants). The Committee follows due process in allocating the grants which sometimes include interviews with the recipients.

The Grants Committee currently consists of three Executive members, who take recommendations to the Runanga Executive. All hardship grant applications are confidential and audited by the independent auditor each year. Where sports or education grants are given, where applicable, the committee request a report and photos be submitted on conclusion. Whānau can view the Grants Policy on the new website if they wish to find out more on grants.



Chart⁶ Grants Distributed

⁶ Sourced from Te Rūnanga o Waihao Database

KAUMĀTUA REPORT

IVY JOHNSTON

2017 has been an active year for Kaumātua. Waihao Chairperson Graeme Lane and myself with the help of Marae Office staff have organised monthly lunches which have been very successful.

Kaumātua have dined at Robbie's Ashburton, Riverstone Kitchen north of Oamaru, Richard Pearce Restaurant Timaru, Moeraki where we combined with Moeraki Kaumātua and also The Hermitage at Aoraki. At all these lunches, there was lovely food and much laughter and reminiscing and were very enjoyable days. It is a pleasure to see Kaumātua all together enjoying themselves.

WAIMATE DISTRICT COUNCIL REP REPORT

IVY JOHNSTON

I have represented the rūnanga at the following meetings of the Waimate District Council

- Civic Awards Committee
- Sports Fund Committee
- Sports NZ Rural Travel Fund
- Creative New Zealand Arts Committee

My role at these meetings is to ensure iwi representation, consideration and involvement in the due process of allocating local body funds and awards.

This year Te Runanga o Waihao applied for and received a grant of \$1,000 towards a Manu Tukutuku (Maori kite) wānanga from the Creative New Zealand Arts Committee.

I look forward to continuing to represent the rūnanga and if any whanau would like more information, please feel free to contact me in regard to any of these committee I partake in.

Lastly, I would like to thank the office staff Ron and Mary for their advice throughout the year.



Whānau and Community Members Participating in the Manu Tukutuku Wānanga

ENVIRONMENTAL COMMITTEE

SARA BENTLEY

It has been a busy year for the pūtaiao portfolio with reps from Waihao in attendance at the following meetings:

- Tuia
- OTOPI
- Te Paiherenga
- LWZC
- UWZC
- Aoraki National Park Management Plan
- DOC
- LINZ
- Hunter Downs Water Ngāi Tahu Liaison Group
- NZ Oil & Gas
- Meridian Governance
- Wainono Steering Group
- CWMS



Approximately 300 consents have been processed with the support of KTKO over the year.

I am still humbled by the hard work John Wilkie has done for so many years on our behalf and very proud to be able to benefit from his vast knowledge.

I look forward to further work on this portfolio and am very excited to carry on and establish a Waihao voice in these forums.

Ngā mihi nui

Sara.

HEALTH REPORTS

SUE EDDINGTON

I attend the following two health advisory committees:

- Māori Health Advisory (4 meetings a year)
- Community & Public Health (4 meetings a year)

Although different, the purpose of the above is to act as an advisory to the District Health Board. We provide advice on iwi specific health issues and concerns. These are raised at the District Health Board, although there is no statutory requirement for them to be acted upon.

I attend monthly Clinical Board meetings, in a governance capacity. The board makes decisions and recommendations on internal processes of a clinical nature. The results of this are better health outcomes for all members of the South Canterbury community, including iwi.

Throughout the year I have attended the following environmental meetings on behalf of the rūnanga:

- KTKO
- Hunter Downs Irrigation Advisory Committee
- NZ Oil & Gas
- Environmental Court Meetings
- South East Marine Protection Forum
- Lower Waitaki Zone Committee
- Tuia
- Te Paiherenga
- Department Of Conservation Hui
- OTOPI



TUIA RŌPŪ REPORT

SUE EDDINGTON

This is the Chairs forum which I attend in the Chairpersons absence. This forum allows the Chairs of each rūnanga to meet and discuss issues pertaining to the environment. We meet quarterly in a governance capacity. A common theme of the meetings is environmental challenges which are similar across all takiwā. This open forum which is attended not only by rūnanga but ECAN staff and Councilors as well as representatives from Ngāi Tahu offers great opportunity for environmental issues to be escalated to a higher level. I find these meetings very stimulating and it's a great support forum for all rūnanga.

Waihao rūnanga has benefited from these forums as it has been a place where Wainono lagoon has come to the forefront in much discussion. This awareness has supported significant funding being made available for the restoration of this major water body.

ORARI, TEMUKA, OPIHI AND PAREORA ZONE COMMITTEE (OTOP)

SUE EDDINGTON

It had come to the attention of the Commissioners that Waihao had been excluded from this committee, they were insistent that Waihao be involved. As a result I have attended two pre zone committee meetings over the last month two provide cultural input from Waihao to be presented to the zone committee. Although we don't currently sit at the zone committee our input is taken prior, and presented on our behalf.

LOWER WAITAKI ZONE COMMITTEE

SUE EDDINGTON

The Lower Waitaki Zone Committee was established in late 2010 as part of the Canterbury Water Management Strategy. The Lower Waitaki Zone Committee operates as a joint committee of Waimate and Waitaki District councils, and Environment Canterbury (see Fig.1). Zone committee members are appointed for a three year term, after which a new committee will be formed. Applicants were assessed on skills, expertise, and experience as well as their ability to work together to develop water management solutions that deliver economic, social, cultural and environmental issues.

There has been a huge push from the community, supported by the committee, for ECAN to be more proactive in their compliance role. Concerns had been raised to the lack of prosecutions proceeding when compliance has been deliberately overlooked. As a result of that, I have attended a Restorative Justice Conference as the iwi was an effected party. The rūnanga input was pivotal in the final result, being that the farmer agreed to spend significant funds on restoring damaged environment as opposed to being criminally prosecuted and fined. This result was more beneficial to the environment then what would have been achieved if they had been prosecuted and fined.

AORAKI NATION PARK MANAGEMENT PLAN

SUE EDDINGTON

This is a review of the park plan and policies. There have been three meetings held thus far. Policies have been updated, and a positive outcome is expected.

LAKE PUKAKI / PETE'S OUTLOOK

SUE EDDINGTON

This is an unofficial viewing area that is used bus tourist operators, 40 seater busses to private cars. In it's current form there are safety issues re access from main road. To avoid this congestion, meetings were held around making the site more easily accessible, toilets installed, interpretation panels, seating and viewing areas. Concept plans have just been developed, I have sighted these plans and I am very excited about the proposed changes. Consents are being sought currently and once these are forthcoming work is hoped to commence Nov/Dec this year.

WELLBEING COMMITTEE
DARDANELLE MCLEAN-SMITH



The 2016/2017 year has been very busy. We have had success in our Tamariki School Shoe Grant, assisting whanau with the ever increasing costs of tamariki schooling. It is hoped that the grant will continue into 2018, although the previous year has identified areas of administrative improvement to review prior to the Executive endorsing the continuation of the grant.

Also, we have had success with providing Pipi Ma Maori Speaking Dolls to our registered preschool tamariki. There were 18 purchased as a pilot and we have had messages from whanau thanking the rūnanga for providing these for their tamariki. It is hoped that this will also continue into the future.

I have been privileged enough to be working alongside Jo McLean and others on the Tōpuni Tamariki Working Party, to develop recommendations to TRONT for strategic direction in relation to the new Tamariki Ora Act. This has been an experience that I will never forget and I am honoured that I was able to provide a rangatahi voice at the tepu. An outcome of this that I had direct input into was the Rangatahi Hauora Summit held earlier this year. Each papatipu rūnanga elected representatives to attend to discuss and develop direction for the Tamariki Ora Act from a strictly Ngai Tahu Rangatahi perspective. The outcomes were very positive, with clear direction on how to move forward. Again, I was privileged to be representing Waihao at this Summit.

Our 3 kapa haka wananga have been an absolute success. It was great to see all our whanau supporting those rangatahi who attended. I have also been selected to Represent Te Runanga o Waihao and Te Runanga o Ngai Tahu at the Social Enterprise World Forum 2017 in Ōtautahi. This is a once in a lifetime opportunity to network, listen and learn from leaders in Social Enterprise from all over the world. Our lovely cousin Sasha McMeeking will be speaking in terms of māori and indigenous social enterprise which I am very excited about. We have also established the Wellbeing Committee for Waihao, with a terms of reference being completed and Committee members confirmed. Watch this space as there will be a lot of different activities that benefit Waihao whānui in the future.

We are also still working on the He Oranga Pounamu Grant working in collaboration with Arowhenua, Moeraki and Puketeraki for different wellbeing wānanga at each marae based on the survey results you have provided.

Thank you again for all the support you have provided me throughout this year. I am so blessed to have had the opportunity to serve our Waihao Whanau for the past 3 years.

Nga mihi mahana
Dardanelle McLean-Smith

BUILDING COMMITTEE CHAIRPERSON AUNTY SIS

As Chairperson of the Waihao Marae Building Committee, I would like to update whānau of past and future works at the marae.



In the year 2017 the following projects/maintenance have been completed:

- Refurbishment of toilet blocks
- Replacement of weatherboards as needed
- Archive room installed in small garage
- New meter box
- New doors to wharenui
- New panel lift doors on the small garage

The toilet block refurbishment was a major project where all the partitioning and toilets were replaced and upgraded, as well, extractor fans were installed and some windows removed.

Significant future plans were presented at the previous AGM, unfortunately these have not progressed as timely as was first thought. In saying that however, they have not been disregarded and it is hoped that moving into 2018 more of this work will commence.

As Chairperson of the Building Committee, I would like to thank the members for their input throughout the year.

Below are design concept drawings of the future building works for the marae.



PUTAIAO PORTFOLIO MEMBER

JOHN WILKIE



I have represented the Rūnanga since the 2016 AGM on the following Hui or sub committees:

- Canterbury Water Management Strategy
- Upper Waitaki Zone Committee
- Joint Upper/Lower Waitaki Zone Committee
- Monthly meeting of Canterbury Water Management Strategy Reps
- Monthly Meetings of Te Paiherenga. The advisory Group to Tuia, our last meeting on 28th August was on input to ECAN's long term plan – on going.
- Te Mana Te Wai Steering Group around protocol for the Box and lake levels.
- Fresh Water Advisory Group
- ECAN Pest Management Plan
- Hīkoi to Peters Lookout at Lake Pukaki with DOC, LINZ, MacKenzie District Council around the upgrade of the area.
- HDW (Hunter Downs Water) field trip and meetings of the Hunter Downs Water Ngāi Tahu Liaison Group
- Site visits with KTKO and Waimate District Council on storm water discharge.
- Eel survey of Waihao/Wainono with Kennedy Lange (ECAN).
- MacKenzie District Council plan meeting at Arowhenua.
- Meeting with NZ Fish & Game regarding DNA sampling of salmon in relation to the hopeful return of salmon to Winnemem Wintu in the McCloud River in California.

Ngā mihi

John Wilkie

TE MANA O TE WAI PROJECT – YEAR 2

JOHN WILKIE

We are now in the second year of the Te Mana O Te Wai Project resulting from Ministry for the Environment funding.

The funding is to assist Waihao in working to improve mahinga kai values in the Wainono Lagoon and also to deliver practical and on the ground actions to improve water quality and the characteristics of the Wainono Lagoon that maintain, rehabilitate or restore cultural values, and to develop additional rūnanga capacity and influence in the management of freshwater issues. Environment Canterbury are supporting Waihao in the management of this project. Our last meeting discussed Box protocol and lake level operation.

The Te Mana O Te Wai Project Governance group was convened and is made up of the following:

- John Wilkie (Chairperson)
- Uncle Davey Thomas
- Martyn Smith
- Sara Eddington
- Barry Reid
- Howard Marshall
- Ned Norton (Scientist)
- Kenney Lange (Project Manager)

Many thanks to the team.

The Governance Group has met on three occasions during this reporting period and continue to be actively involved in the project and matters that affect Wainono Lagoon.

Below are some of the highlighted points to date:

- Drainage improvement has been undertaken on the Hook Drain tributaries to reduce the effects of flooding and water quality on the lagoon.
- Bill Bayfield and some of the Environment Canterbury Councillors attended a field trip to look at Te Mana O Te Wai activities in the Hook Catchment and also to look at the Waihao Box.
- An on-farm meeting was held to discuss drainage, flooding and lagoon level issues at a property on Hook Drain near Makikihi. Biodiversity and River Engineering staff, Tania Harris and Councillor Peter Scott attended to hear landowner concerns and ideas for ongoing management.
- Significant new mudfish populations have been found in hook drain tributaries
- Fencing has been completed to extend the covenanted wetland on David Johnston's Property
- We have completed surveys on 90% of the properties in the Waihao Downs Irrigation Scheme to identify priority mitigations to protect water quality. The mitigations identified will be undertaken by the landowners as part of their Farm Environment Plans.
- Stream battering, willow removal and sediment trapping completed for a dairy property in the Waituna catchment.
- The flood event on the 22nd July has done damage to many the bank stabilisation and sediment control works that are part of the Te Mana o Te Wai Wainono Restoration Project. Fortunately, most of the work is still intact but there are several sites where repair work will need to be done over the summer. It was good to see however that the stream capacity work has had the desired effect, and the main Hook River did not break out of its bank and the amount of sediment loss to the lagoon would have been far greater without having done the work.
- A site meeting was held with the Lower Wairaki Zone Manager, Compliance Staff and Te Mana O Te Wai project management on one of the farms most affected by the flooding. We are working with this farmer on a few fronts to better manage the nutrient inputs from this property when lagoon and flow levels are high.

A Steering Group meeting was held to discuss the development of a box opening and lagoon level management protocol for Wainono. A letter that identifies the values that Te Rūnanga o Waihao need to see represented in such a protocol was drafted. This protocol has the potential to ensure that adequate openings occur during key migration times for mahinga kai species

UPPER WAITAKI ZONE COMMITTEE

JOHN WILKIE

The Upper Waitaki Zone Committee was established in late 2010 as part of the Canterbury Water Management Strategy. The strategy established 10 water zone committees in Canterbury – each with a local committee – with the Regional Committee working alongside zone committees and communities for positive outcomes. A full list and overview of the committee can be found on the ECAN website. This included a joint meeting with Lower Waitaki Zone Committee where a demonstration on ECAN Farm Portal for farmers to achieve Good Management Practice (GMP) and Farm Management Plan (FMP)

The Willowburn restoration sanction project which is restored by removing willows and clearing debris out of the water way and then planting of native species will enhance the nohonga site is an example of work achieved by the committee. I have attended these meetings on behalf of Waihao Rūnanga throughout the year and remains on going.

EDUCATION COMMITTEE

WENDY HEATH

Tēnā koutou, tēnā koutou, tēnā koutou katoa ki te Whānau Whānui o Waihao, ka nui āku mihi maioha ki a koutou, ka karapine mai mātou ki te tautoko te kaupapa whakahirahira ki te Whānau nei, arā, ko te Hui a tau o te Rūnanga nei.

Ko tōku wawata he ngākau aroha ki roto i tēnā, i tēnā o tātou mo te mahi o te rā nei.

Since the last AGM the Executive Committee decided to form an Education Committee to facilitate the kaupapa within our takiwā. As a result of that decision, terms of reference for this committee were developed and calls for interest in this committee went out to Whānau.

I would like to thank Samantha Sykes, Sara Eddington, and Warren Beard for putting their hands up to help with this mahi and joining the committee.

As a committee we have developed key performance indicators for our Kaitoko Mātauranga, to give him appropriate direction for his mahi. These have been accepted by the Kaitoko Mātauranga and is currently surveying the Whānau so we can assess the priorities for wananga around what people want to learn, and or experience. We want to organise wananga for all age ranges of the whānau, starting with tamariki, rangatahi, pākeke and Kaumātua. So if you haven't completed a survey yet, please do as we can best serve your needs if we know what they are.

A rangatahi wananga is to be run in the October School holidays up at Aoraki, which we hope will be a great experience for those attending.

We have worked on an Education Strategy which closely reflects and aligns with Ngāi Tahu Education Strategy.

We are engaging with the local Education sector on a continual basis and will be holding hui with all local Education Settings to assess any shortfall in programmes and curriculum offered locally in terms of kaupapa Māori, and to support Māori Whānau educational aspirations.

Nō reira, anei te mahi o tēnei komiti mo te tau nei.

Wendy Heath (Chair)



NGĀI TAHU MĀORI ROCK ART TRUST
WENDY HEATH

Ka nui ōku mihi mahana ki a koutou katoa o Te Rūnanga o Waihao, hari koa ngā ngakau o Te Ahi kā o te takiwā nei kia kite ō koutou kanohi i waenganui i a mātou ki te hapaitia te mana o te Rūnanga nei. Me maumahara tātou katoa te tikanga o aroha ki ngā tangata katoa ki te whakangāwari te mahi o te rā nei, arā, te mahi o te hui a tau, nō reira, tēnā koutou katoa.

In this last year we have had some exciting developments with the granting of Wāhi Tīpuna registration of the Opihi Taniwhā site we are assured of the highest level of protection available from Heritage New Zealand. We are extremely grateful to the landowner of this site. The Ngāi Tahu Māori Rock Art Trust leases this site however the landowner has donated the rent agreed back to the Trust to assist in the enhancement of the site.

The Trust is also looking at the potentially financially rewarding possibility of offering delivery of key education components in the NCEA curriculum as a way of easing the financial bottom line for both Te Ana and the Trust.

We are seeing an end point finally for the South Island Māori Rock Art Project, which has involved the survey and recording of all sites within the Ngā Tahu Rohe. This will mean we will no longer be financing this time consuming meticulous recording process. The information from this project will be stored within Ngā Tahu archives and may be part of the Cultural Mapping project also.

Te Ana continues to provide a world class exhibit that is educating local and international visitors on the wonders of our Rock Art. As the Trust has taken over running the I site, this has given us control of merchandise and the display area which has been improved with better quality items. If you are looking for pounamu or other taonga for Xmas presents or birthdays, Te Ana is a great place to shop.

Nāku, nā
Wendy Heath
Waihao Trustee Ngāi Tahu Māori Rock Art Trust



POLICY COMMITTEE

JENNIFER THOMAS

First of all I must thank sincerely, Ron and Mary for all their hard work and dedication in getting the policies etc ready and up to date. In this day and age with all the governmental changes around laws etc it is vital to be up to date with our policies and ensure they are adhered to. It is not altogether an easy process as situations may happen which prompts the need for a policy as has happened in some situations. Each policy has to be in keeping with our Rules, the Constitution of TRoNT and the Parliamentary Acts.



We have completed in excess of 20 policies to date and will be looking at more as we go into the future. Each policy has a review date, and if required, policies will be amended after due process on this date. In some instances there will be no need for changes after review, but in all cases but they must be kept up to date to keep Te Runanga o Waihao up to standard.

Many hours have been spent getting these policies to endorsement. Each policy after draft is reviewed by the policy committee and once we are satisfied with it, a recommendation then goes to the Executive for endorsement. All policies are signed off by the Chairs of the Executive and the Policy Committee. As well as policies, many operational forms have been endorsed by the Executive such as, Event Proposal form, Reimbursement form, Grant Application forms etc. Also, Standard Operating Procedures as well as Terms of Reference which are necessary with keeping consistency in the running of the marae and its various activities.

This has been an exciting time for us, to be able to get our marae to a standard which is in keeping with the laws of this country and a standard to which I believe, we, of Te Runanga o Waihao should be proud.

Our Manager has been asked about some of our policies and getting them set up by other Runanga which I believe is a credit to our office staff. Again I thank them for their diligence and hard work on this essential paper work.

WORK PLACE HEALTH AND SAFETY COMMITTEE (WPHS)

JENNIFER THOMAS

This committee has been set up to oversee the requirements, of the Work Place Health and Safety Act around the marae. The WPHS committee held its inaugural meeting in Sept 2017. The meeting was a way for the members Michelle Reid, Ron Donaldson and myself to meet and plan out how the committee will meet the committee's Terms of Reference.

Collectively the committee members have a back ground in this arena and will work to meet the new legislation insuring the Runanga on behalf of the Executive/whanau meets its obligation in ensuring staff and those who visit the marae are protected from hazards and risk, particularly risks that have the potential to cause workers and others serious injury or illness. The committee discussed how we would move forward with risk monitoring, staff induction, boundaries, policies etc.

It was decided a monthly audit should be carried out. Once this is up and running the probability for bimonthly meetings should suffice to ensure the Health and Safety for all who attend the marae.

Any person who sees an issue which could impinge on any area of Health and Safety should report this to the Office Manager as soon as it is found.

THE SCDHB MAORI HEALTH ADVISORY COMMITTEE (MHAC)

JULIETTE STEVENSON

This is a committee that is made up of two representatives from Waihao, Arowhenua, and Te Aitarakihī. It is chaired by Raeleen De joux in her role as a member of the SCDHB. The committee is also attended by Ruth Garvin as GM of Maori Health at the SCDHB and various other staff of the DHB as appropriate.



The committee meets quarterly and its role is to have an input into the SCDHB business that affects the Maori community. I believe that my role within the local community gives me an insight into the services provided locally and I am able to advocate on behalf of the community about what we see as the needs of the Maori community.

Recently the terms of reference have been updated to better reflect the role of the community and both Te Aitarakihī and Arowhenua have new reps attending the meeting after their long standing representatives resigned at the end of their most recent terms.

Please also feel free to contact me to discuss this report, or anything else if you desire, as expressed previously I am happy to

Nga mihi nui,
Juliette Stevenson

WAIHAO UPOKO

TEWERA KING

Tena koutou katoa. Nei ra taku mihi ki a koutou mo tenei hui a tau o tenei runanga. Ki nga ratou kua wheturangitia ki tenei tau, haere, haere atu ra. Nga tatou te oranga, tena ra koutou katoa.



Firstly, I acknowledge the passing of our whanaunga throughout this year, and thoughts are always with our whanaunga who are dealing with their loss over this year.

Secondly, I acknowledge the work done on our behalf by all our whanaunga be they on our executive committee, staff, all those of our rūnanga who have helped uphold our goals and values of Te Runanga o Waihao.

Activities at the marae I have been involved in this year:

Schools:

- Barton School
- Waimate High
- Waimataitai
- Glenavy

We have also had visits from:

- Red Hat Ladies
- Ecan Commissioners
- Group of High School Children from America

MERIDIAN GOVERNANCE GROUP MEETINGS

TEWERA KING

The Waitaki Governance Group is a forum within which the management of the water resources of the Waitaki catchment are discussed and mutually agreed courses of action are developed. The Governance Group comprises representatives of Te Rūnanga o Waihao (Sue Eddington and myself), Te Rūnanga o Arowhenua, Te Rūnanga o Moeraki, Te Rūnanga o Ngāi Tahu and Meridian Energy. Meetings occur on an approximate quarterly basis.

This is my first year on this group. In the last twelve months the key progress made relates to the Waitaki Enhancement Project. In particular, significant preparations have been undertaken to represent the Ngai Tahu values within the catchment through:

- Redeveloping the visitors centre at Lake Pukaki, which is expect to occur in March/April 2018
- Rolling out of a network of interpretative signs throughout the Catchment.

The above is being undertaken with support from staff at Te Runanga o Ngai Tahu, a specialist exhibition design and installation consultancy including Ngāi Tahu artist Ross Hemera. The visitors centre has been closed for a number of years now, hence the need for re-design. This is all part of the wider Enhancement Agreement between ourselves and Meridian but has yet to be formalised.

The Group continues to enable the effective sharing of information, including key resource management planning and consent projects and processes within the Catchment.

Meridian should have its re-consents on the Waitaki Power Scheme and agreements strategy completed by the end of this year. It has been agreed that Nga Runanga and Meridian will work openly and with full disclosure between the parties to achieve the best result possible for all sides.

The Catch and Release Program is continuing and the search for rūnanga members to help with this project continues.

HUNTER DOWNS WATER

TEWERA KING

I have replaced Quentin Hix on this board, representing Arowhenua, Waihao and Moeraki Runanga. A Letter of Intent terms have been reached with Kiwirail for an easement for access.

Meridian Energy and HDI have reached an agreement to reduce the fees by 50%, recognising the scheme is now about half the scale it was originally. The scheme has been downsized by the withdrawal of several farmers in the Hook area and the resignation of one of the directors. However the scheme still slowly securing the reduced required hectares to make this scheme feasible.

Canal license agreement contract with CIIL /MGI / AI is being developed and should be finalised soon.

EARTH / SKY MUSEUM

TEWERA KING

This project has caused some confusion with the Runanga. At the beginning of this year , Ngai Tahu Tourism approached Waihao, Moeraki and Arowhenua for input into the Maori content of the new Museum / office / cafe / shop construction for Earth / Sky Tours, Takapo.

There have been approximately four meetings to date and progress is being made. However a representative from Waihao is needed. Our main focus is ensuring that our stories are incorporated into this building and tours. Hopefully with us developing our rangatahi into working for Earth / Sky and inspiring some into astronomy.

APPOINTMENT OF AUDITOR

As per *Section 8 (c)* of the Rules 2016, at each AGM an auditor must be appointed for the ensuing year.

APPOINTMENT OF MEMBERS TO THE THREE (3) VACANT RŪNANGA EXECUTIVE POSITIONS

Nominations and Voting will take place. Nominations will be called for the three (3) vacant positions.

As per the Rules (11-e) Scrutineers may be appointed to collect and count votes.

All registered voting members will be issued with the applicable voting forms on registering attendance with the secretary at the meeting.

CONSIDER, AND IF AGREED, MAKE CHANGES TO THE 'THE RULES' OF TE RŪNANGA O WAIHAO

PROPOSED CHANGES TO THE TE RŪNANGA O WAIHAO RULES 2016

Rule Change ID Number	Current (in Rules 2016)	Proposed Change	Rational
1	3 Interpretation (a) House Rules mean the set of policies, rules and guidelines held by Te Rūnanga o Waihao Incorporated	House Rules mean the set of policies, procedures and / or term of references held or adopted by Te Rūnanga o Waihao Incorporated	That there is no copy of the House rules and new comprehensive police etc. have been created and endorsed
2	3 Interpretation (a) Officers means the Chair, Deputy Chair, Treasurer and Secretary of the Rūnanga;	Officers means the Chair, Treasurer and Secretary of the Rūnanga and the Deputy Chair when fulfilling the role of Chair	The three officers are elected from the floor where as the Deputy Chair is elected by the committee
3	Not current	Employee – Any person who is a Full or Part time (fixed or permanent) employee of the Rūnanga	New interpretation added To define changes in 17. Election the Rūnanga Executive and Appointment of Officers
4	4 Objects The objectives recognise and support the following values that are central to the needs of the Rūnanga: (h) Kaitiakitanga – Guardianship (i) Manaakitanga – Hospitality (j) Ahi ka – rights to participate (k) Rangatiratanga/Mana Motuhake – Self Determination	The objectives recognise and support the following values that are central to the needs of the Rūnanga: (h) Kaitiakitanga – Guardianship (i) Manaakitanga – Hospitality (j) Ahi ka – rights to participate (k) Rangatiratanga/Mana Motuhake – Self Determination l) Kotahitanga – Unity of the people	This was agreed should be also an objective
5	5. Membership Membership is conferred automatically without further application or subscription on every person who descends from any 1848 Waihao Kaumātua.	Membership is conferred automatically without further application or subscription on every person who descends from any 1848 Waihao Kaumātua listed in the Annexure to the rules of the Society (as amended from time to time)	The working group felt that this section was not defined and that a 1848 Waihao Kaumātua listed in the Annexure to the rules of the Society

6	<p>7. Registration</p> <p>(a) All members shall be encouraged to complete and submit a registration form to the Rūnanga office.</p> <p>(b) Registration shall be conferred upon members after they complete and lodge a registration form with the Rūnanga that is approved for registration by the Rūnanga Executive.</p>	<p>Registration</p> <p>(a) All members shall be encouraged to complete and submit a registration form to the Rūnanga office.</p> <p>(b) Registration shall be conferred upon members after they complete and lodge a registration form which complies with the TROW Policy</p>	To identify the Policy.
7	<p>9. Special General Meeting</p> <p>(e) The business to be dealt with at a Special General Meeting shall be limited to the matters stated any requisition received in accordance with clause 9(b) and the notice of such meeting.</p>	e) The business to be dealt with at a Special General Meeting shall be limited to the matter(s) stated any requisition received in accordance with clause 9(b) and the notice of such meeting.	Grammar/Spelling
8	<p>11. Speaking and Voting at Annual, Special, Shareholder and General Meetings</p> <p>(e) Scrutineers may to be appointed if a resolution is passed at the meeting to appoint a scrutineer.</p>	(e) Scrutineers will be appointed following a resolution passed at the meeting to appoint a scrutineer	That scrutineers should conduct all counts etc. and they should be selected at each meeting
9	<p>12. Quorum</p> <p>The quorum at Annual, Special, Shareholder, Directors Election and Shareholder Meetings shall be 10 Registered Voting Members</p>	The quorum at Annual, Special, Shareholder, Directors Election, General Meetings and Shareholder Meetings shall be 10 Registered Voting Members	Currently the rules do not set a quorum for General meetings yet resolution can be passed
10	<p>16. Notice</p> <p>(a) A notice may be served by the Rūnanga upon any member or appointee either personally or by post or email addressed to such person at his or her last known address. Any notice served by post will be deemed to have been served on the third day following that on which such notice is posted.</p>	(a) A notice may be served by the Rūnanga upon any member or appointee either personally or by post or email addressed to such person at his or her last known address. Any notice served by post will be deemed to have been served on the seventh day following that on which such notice is posted.	3 days was not enough time for rural post seven required
11	<p>16. Notice</p> <p>(b) Notices of meetings shall be given by advertisement in the Timaru Herald. In addition reasonable endeavors will be made to give notice in Te Pānui Rūnaka, on the Rūnanga website, via the Rūnanga own pānui and/or any other such publication deemed appropriate by the Rūnanga Executive, acting reasonably. Notices shall state where the meeting shall take place and such notice shall be deemed to be sufficient notice to all members and any other person who is concerned.</p>	(b) Notices of meetings shall be given by advertisement in the Timaru Herald, Otago Daily Times, Oamaru Mail and Christchurch Press. In addition reasonable endeavors will be made to give notice in Te Pānui Rūnaka, on the Rūnanga website, via the Rūnanga own pānui and/or any other such publication deemed appropriate by the Rūnanga Executive, acting reasonably. Notices shall state where the meeting shall take place and such notice shall be deemed to be sufficient notice to all members and any other person who is concerned.	That compulsory notification was not wide enough and more newspapers should be included Change to spelling

12	<p>17. Election the Rūnanga Executive and Appointment of Officers</p> <p>d) Nominees for the Rūnanga Executive must be Registered Voting Members and must meet at least one (1) of the following criteria to be eligible to join the Rūnanga Executive:</p> <p>(i) nominees must have demonstrated active participation in the Rūnanga in the last three (3) years; and/or</p> <p>(ii) nominees must have attended two (2) or more meetings in the previous 12 months that were either an Annual General, Special, General or an Executive meeting;</p>	<p>d) Nominees for the Rūnanga Executive must be Registered Voting Members and must meet the following criteria to be eligible to join the Rūnanga Executive:</p> <p>(i) nominees must have demonstrated active participation in the Rūnanga in the last three (3) years; and</p> <p>(ii) nominees must have attended three (3) or more meetings in the previous 12 months that were either an Annual General, Special, General or an Executive meeting;</p> <p>(iii) cannot be an Employee of the Runanga</p>	<p>Strike out at least one (1) of /or</p> <p>The rational for this is that the working group thought whānau should attend meeting and be active in the Rūnanga</p> <p>(iii) That employees are managed by the Marae manager and the Executive manage the Marae manager</p>
13	<p>18. Nominations for the Rūnanga Executive</p>	<p>b) Absentee nominations will not be accepted unless the nominated person has by writing informed the chair that they will accept the nomination prior to nominations being called</p>	<p>New sub section added as there is no rule on absentee nominations currently</p>
14	<p>20. Functions of Deputy Chair</p>	<p>(d) The Deputy Chair shall be appointed from within the Executive by majority vote of the Executive</p>	<p>New subsection added To clarify that this is not a whānau appointment</p>
15	<p>22. Functions of Treasurer</p> <p>(a) The Treasurer shall have charge and custody of and be responsible for all funds (including a petty cash fund) and shall deposit such funds in the Rūnanga name in such banks, trust companies or other securities as may be selected by the Rūnanga and shall render a statement of the condition of the finances to the Rūnanga at all General Meetings and in general shall perform such other duties as the Rūnanga may from time to time establish.</p> <p>(b) The Treasurer shall keep all the financial records of the Rūnanga and shall be responsible for producing audited financial accounts at each Annual General Meeting.</p> <p>(c) There shall be two signatories on all cheques (whether paper or electronic), one being the Treasurer and anyone of the appointed Rūnanga Executive including, but not limited to, the Chairperson, Deputy Chairperson, or Secretary.</p> <p>(d) The Treasurer shall furnish annual financial statements to the Registrar of Incorporated Societies as required by Section 23 of the Incorporated Societies Act 1908.</p> <p>(e) Notwithstanding the clauses above the Treasurer may delegate the duties and functions of the</p>	<p>(a) The Treasurer shall be responsible for ensuring the Rūnanga complies with all financial policies and procedures of the Runanga and shall render a statement of the condition of the finances to the Rūnanga at all General and Executive Meetings and in general shall perform such other duties as the Rūnanga may from time to time establish.</p> <p>(b) The Rūnanga shall have in place appropriate financial policies and controls to ensure the funds of the Rūnanga are properly and prudently managed. These policies will include:</p> <p>i. Effective controls of who can authorise payments on behalf of the Rūnanga;</p> <p>ii. The process for approving payments on behalf of the Rūnanga; Policies pertaining to Financial Delegation must be approved by the Rūnanga at a General Meeting.</p> <p>(c) The Rūnanga Office shall keep all the financial records of the Rūnanga and the Treasurer shall be responsible for producing audited financial accounts at each Annual General Meeting</p> <p>(d) There shall be two signatories on all cheques (whether paper or electronic), from the appointed Rūnanga Executive Officers, i.e. Chairperson, Treasurer, Secretary.</p>	<p>Strike out one being the Treasurer and anyone of</p>

	<p>Treasurer, except the signing of cheques or other activation of payments to an appropriately skilled person, accountant, auditor, or accounts clerk, as appropriate.</p> <p>(f) Any such delegation is subject to notification and approval of the current Rūnanga Executive.</p>	<p>(e) The Treasurer shall furnish annual financial statements to the Registrar of Incorporated Societies as required by Section 23 of the Incorporated Societies Act 1908.</p> <p>f) Notwithstanding the clauses above the Treasurer may delegate the duties and functions of the Treasurer, except the signing of cheques or other activation of payments to an appropriately skilled person, accountant, auditor, or accounts clerk, as appropriate.</p> <p>(g) Any such delegation is subject to notification and approval of the current Rūnanga Executive.</p>	
16	<p>23. Functions of the Rūnanga Executive</p> <p>Subject to the directions of the Rūnanga in Annual, Special, General, Director Election or Shareholder Meetings the policy of the Rūnanga shall be determined</p>	<p>Subject to the directions of the Rūnanga in Annual, Special, General, Director Election or Shareholder Meetings the policies of the Rūnanga shall be determined</p>	Grammar and Spelling
17	<p>24. Meetings of the Rūnanga Executive</p> <p>(a) The Rūnanga Executive shall meet at least monthly at such places and times as determined by the Rūnanga Executive.</p>	<p>a) The Rūnanga Executive shall meet at least monthly unless otherwise agreed by the Executive. All Executive Meetings of the Rūnanga shall be held at Waihao Marae, Māori Road, Morven except where extenuating circumstances dictate otherwise.</p>	Strike out at such places and times as determined by the Rūnanga Executive
18	<p>29. Functions of Te Rūnanga o Ngai Tahu Representative</p> <p>(b) report outcomes post-TRoNT meeting to Rūnanga members;</p>	<p>(b) report outcomes post-TRoNT meeting to Rūnanga members; in writing prior to General meeting</p>	That written reports should be tabled before meeting so whānau can prepare questions
19	<p>30. Appointment of Te Rūnanga o Ngāi Tahu Representative and Alternate</p> <p>(i) may be required to demonstrate an understanding of the TRoNT structure, TRoNT decision-making processes and the cultural, political, social and economic issues facing the tribe;</p>	<p>(i) will be required to demonstrate an understanding of the TRoNT structure, TRoNT decision-making processes and the cultural, political, social and economic issues facing the tribe;</p>	Strike out may be
	<p>37. Common Seal</p> <p>The Rūnanga shall provide a Common Seal, which shall be in the custody of the Secretary. The Seal shall not be affixed to any instrument except in pursuance of a resolution of the Rūnanga Executive and/or Rūnanga at an Annual or General Meeting and in the presence of two members of the Rūnanga Executive or one member always being the Chairperson or the Secretary.</p>	<p>The Rūnanga shall provide a Common Seal, which shall be securely stored in the Rūnanga office. The Seal shall not be affixed to any instrument except in pursuance of a resolution of the Rūnanga Executive and/or Rūnanga at an Annual or General Meeting and in the presence of two members of the Rūnanga Executive or one member always being the Chairperson or the Secretary.</p>	The seal is held at the office currently

PROPOSED CHANGES TO THE TE RŪNANGA O WAIHAO FINANCIAL MANAGEMENT POLICY AND PROCEDURES 2016

Financial Management Policy and Procedures Change ID Number	Current (in Rules 2016)	Proposed Change	Rational
1	<p>3. TREASURER’S FUNCTIONS</p> <p>3.1.2 The Executive has expenditure authority up to \$50,000 for any item or project. Where this authority is to be exceeded, approval must be obtained at a Rūnanga general (whānau) meeting before such expenditure is committed too. The Rūnanga Chair and Treasurer can jointly authorise expenditure up to \$5,000. The Marae Manager has expenditure authority up to \$500</p>	<p>3.1.2 The Executive has expenditure authority up to \$50,000 for any item or project. Where this authority is to be exceeded, approval must be obtained at a Rūnanga General (whānau) Meeting before such expenditure is committed to. The Rūnanga Officers by majority can authorise expenditure up to \$5,000. The Marae Manager has expenditure authority up to \$500. All expenditure authorities / delegation levels are exclusive of GST. Abuse of expenditure authorities (for instance, through ‘transaction or purchase splitting’) is a breach of this policy.</p>	<p>That if Chair or Treasurer is absent or not contactable then spending over \$500 operational is put on hold GST - On advice received from J Goldsmith</p>
2	<p>3.1.3 The Manager/ Administrator will provide the day to day management administration of the Xero system to support the Treasurer and Executive. All Marae Manager spending above \$500 is to be pre-approved in written/email format by the Treasurer and the Chairperson.</p>	<p>3.1.3 The Manager / Administrator will provide the day to day financial support to the Treasurer and Executive..</p>	<p>Strike out day to day management administration of the Xero system</p>
3	<p>3.2 Budget Process</p> <p>3.2.1 The Treasurer and Executive shall, each December, initiate planning and processes necessary to achieve approval of an annual budget by the Society at its April general meeting the following year.</p>	<p>3.2.1 The Treasurer and Executive shall, each Nov, initiate planning and processes necessary to achieve approval of an annual budget by the Society at its April general meeting the following year. This will include scheduling a budget meeting prior to March of each year and a meeting to endorse the Budget prior to the end of the financial year.</p>	<p>The working party believed that the setting of the budget was not formal enough</p>

4	<p>5. SIGNATORIES AND OTHER PERSONS AUTHORISED TO MAKE PAYMENTS</p> <p>The Executive shall determine who are signatories for the Societies bank accounts. As at the date this policy was adopted signatories for the Societies ANZ bank account are Graeme Lane, Marty Smith, Ivy Johnston. Signatories and are authorised to effect the payments described in this document and also, in accordance with the Constitution, to effect payments within the Executive committee’s delegation.</p>	<p>The Executive shall determine who are signatories for the Society’s bank account(s). As at the date this policy was adopted signatories for the Society’s ANZ bank account are the Chairperson, Treasurer and Secretary. Signatories are authorised to effect the payments described in this policy and also, in accordance with the Society’s Constitution, to effect payments within the Executive’s financial delegation. As soon as an Officer changes all relevant financial institution should advised by the Marae Manager</p>	<p>Positions as opposed to names and to cover signatories resigning</p>
5	<p>6. KOHA</p> <p>6.1 Koha is money either given or received by the Society.</p> <p>6.2 Any person who receives koha on behalf of the Society must ensure that the koha is opened, and note the amount, who it was received from and where practicable have such opening and notations witnessed and signed by a second person.</p> <p>6.3 All koha received is to be handed to the Manager/Administrator or Treasurer as soon as possible for deposit into the Society Bank Account. Receipts are to be prepared for all koha.</p> <p>6.4 Koha given by the Society must be correctly recorded in the accounts of the Society</p>	<p>Koha is money either given or received by the Society in a gifting scenario, as opposed to a payment for goods or services.</p> <p>6.2 Any person who receives koha on behalf of the Society must ensure that the koha is opened, and note the amount, who it was received from and where practicable have such opening and notations witnessed and signed by a second person.</p> <p>6.3 All koha received is to be handed to the Manager/Administrator or Treasurer as soon as possible for deposit into the Society Bank Account. Receipts are to be prepared for all koha.</p> <p>6.4 Koha given by the Society must be correctly recorded in the accounts of the Society and comply with any relevant Rūnanga policy (e.g. Koha, Donations, External Funding etc)</p>	<p>To identify the policy</p>
6	<p>7.REIMBURSEMENT</p> <p>7.1 Society members undertaking travel on behalf of the Society shall be reimbursed mileage at the rate per km as determined by Inland Revenue from time to time. The current rate is \$0.72c per km (1 July 2016).</p>	<p>7.1 Society members undertaking travel on behalf of the Society shall be reimbursed mileage at the rate per km as determined by Inland Revenue from time to time.</p>	<p>Strike out</p> <p>The current rate is \$0.72c per km (1 July 2016). As the rate changes easier to align it with Inland Revenue</p>

7	<p>Meals-Any whānau member or office staff who are undertaking work on behalf of the Runanga away from their normal place of work on producing of a receipt may clam the following - Breakfast to the value of \$20, Lunch to the value of \$20 and Evening Meal to the value of \$40 dollars. Any purchases of alcohol will not be reimbursed.</p>	Claim	Grammar/Spelling
8	<p>8. REMUNERATION FOR SERVICES</p> <p>8.1 Under the Constitution the Society may employ staff and engage contractors.</p> <p>8.2 Before any work commences by any such contractors and/or consultants, a business case for their engagement and a draft contract recording the terms of the proposed engagement must be prepared, circulated and presented at an Executive meeting for consideration and a decision as to whether or not to proceed and whether any alterations to the proposed terms of engagement are required.</p> <p>8.3 Society members formally representing or doing work for the Society are eligible to be paid remuneration at a rate determined by the Executive from time to time. Usual prudent business practices must be followed, including use of a written contract, with invoicing procedures.</p>	<p>8.1 Under the Constitution the Society may employ staff and engage contractors.</p> <p>8.2 Subject to delegated financial limits / expenditure authorisations before any contract is entered with any such contractors and/or consultants, a business case for their engagement and a draft contract recording the terms of the proposed engagement must be prepared, circulated and presented at an Executive meeting for consideration and a decision as to whether or not to proceed and whether any alterations to the proposed terms of engagement are required.</p> <p>8.3 Society members formally representing or doing work for the Society are eligible to be paid remuneration at a rate determined by the Executive from time to time. Usual prudent business practices must be followed, including use of a written contract. Any such procurement must comply with relevant Rūnanga policy (e.g. Purchasing Goods and Services policy).</p>	To identify the policy

<p>9</p>	<p>9. EXTERNAL FUNDING</p> <p>The Society may apply to external agencies or providers for funding to undertake its activities and/or particular projects.</p> <p>9.2 No such external funding provider may be approached on behalf of the Society except by the Marae Manager without the written approval of the Executive or a motion in favour passed at a meeting of the Society. Where the Manager applies for funding , this must be included in the Executive meeting agenda.</p> <p>9.3 The Treasurer and Chairperson of the Executive must sign off all funding applications to any external funding providers unless delegated to the manager provided the approval required at clause 9.2 has been obtained.</p> <p>9.4 Any external funding received by the Society will be identified separately in the Society’s financial accounts to ensure that expenditure can be tracked for funder reporting and accountability purposes.</p> <p>9.5 All funding even if not part of the funding agreement must be fully reported on at the end of the funding period or as proscribed in the funding application.</p>	<p>The Society may apply to external agencies or providers for funding to undertake its activities and/or particular projects.</p> <p>9.1 Any external funding received by the Society will be identified separately in the Society’s financial accounts to ensure that expenditure can be tracked for funder reporting and accountability purposes.</p> <p>9.2 The Rūnanga shall have in place appropriate financial policies and controls ensure that all external funds of the Rūnanga are properly and prudently managed. These policies will include:</p> <ul style="list-style-type: none"> i. Effective controls of who can apply for funding, delegation to sign letters related to applications for funding on behalf of the Rūnanga; ii. The process for releasing funding and approving payments on behalf of the Rūnanga; iii Reporting on funding and closing of funding 	<p>Strike Out</p> <p>9.2 No such external funding provider may be approached on behalf of the Society except by the Marae Manager without the written approval of the Executive or a motion in favour passed at a meeting of the Society. Where the Manager applies for funding, this must be included in the Executive meeting agenda.</p> <p>9.3 The Treasurer and Chairperson of the Executive must sign off all funding applications to any external funding providers unless delegated to the manager provided the approval required at clause 9.2 has been obtained.</p> <p>All funding even if not part of the funding agreement must be fully reported on at the end of the funding period or as proscribed in the funding application.</p>
<p>10</p>	<p>10. OPENING CREDIT ACCOUNTS</p> <p>The opening of any credit account for the Society requires approval of both the Treasurer and the Chairperson.</p>	<p>The opening of any credit account for the Society requires approval of two of the Treasurer, Chairperson or Secretary.</p>	