

Te Hapū o Ngāti Wheke Incorporated Rūnanga Meeting

Sunday 12 February 2022 10am

At Rāpaki Marae

<https://zoom.us/j/98263737354?pwd=bmcwWFJLOE9wck1mK0RqREpFYUtWUT09>

Passcode: 391464

1. Karakia Timatanga
2. Ngā Mate
3. Apologies
4. REPORTS
 - 4.1. Chairperson Report
 - 4.2. TRONT Rep Report (to be tabled)
 - 4.3. Financial Report
 - 4.4. Other Reports
5. Confirmation of December 2022 Rūnanga Minutes
6. General Business
7. Karakia Whakamutunga

THONW Chair Report Feb 2023

Kia ora e te whānau

We hope you have all had a good break over summer with your whānau; our thoughts are with those who have lost loved ones or been through difficult times.

It was pleasing to see our cadets at work over the summer and to see another successful rangatahi noho strengthening the ties of our next generation to the marae, the whenua, and each other.

As always there are a lot of important projects that have been progressing as well as the day-to-day mahi all our kaimahi (paid and unpaid) undertake. These are summarised in the quarterly report that follows my report. Key recent and upcoming kaupapa are outlined below.

Governance Matters

Exec had a planning session in January to work towards completion of the governance review that has been ongoing over the past couple of years. We are clear about the key tasks remaining to complete the governance review and about the need to focus our energies in the years ahead on activities that benefit our whānau, the whenua and moana. Key points:

Evaluation framework: being developed in time for the start of the new financial year (July 2023) to better plan for, and measure the effectiveness of, what we do

Strategic Plan update: planned for later in the calendar year. While the pou vision and mission still provide a clear guide for us, we need collectively to include more in the plan on the outcomes we want to achieve.

Constitution update: required by the new Incorporated Societies Act by next year. Changes also needed to align constitution with the way we want to operate. This will be a significant piece of work and a set task committee will be established later in the year to start this.

Committees and External Reps Terms of Reference: as previously noted Terms of Reference are being developed to provide clarity around roles and reporting responsibilities of committees and external reps in relation to Exec, staff, and the Rūnanga. Most recently:

- the Charitable Grants Committee have been approved
- CCC Lyttelton Reserves Committee Rep Flora McGregor has been approved to continue on an interim basis until such time as the appointment processes and terms of reference for reps is confirmed.
- James Korako is confirmed as an interim rep for the Cass Bay Reserves Committee until such time as the appointment processes and terms of reference for reps is confirmed.

Committees and External Reps Elections: These were carried over from last year's AGM and will take place once terms of reference are finalised.

SailGP

Our first major challenge for the year is coming close and preparation for Sail GP is intensifying. There are still plenty of opportunities for whānau who are able to assist.

Whakaora Healthy Harbour Partnership

Five years on, the Whakaora partnership with CCC, LPC, ECan, and TRONT continues to support a range of enhancement and restoration projects around and in Whakaraupō. An updated partnership agreement is due to be signed at the marae on Monday 27 Feb at 10am. All welcome.

Capital Projects Update

EOI for Project Manager for Rāpaki Capital Projects (Rāpaki School and 18a Rāpaki Drive): With the school restoration/upgrade likely to proceed in the next six months, and the upgrade of 18a Rāpaki Drive in the pipeline, it was decided to contract a specialist project manager to oversee our capital works projects. A call for expressions of interest has commenced and closes 22 February. Contact the Office for more information.

Papa tākaro: After much consultation that saw Concept 3 (Waka Hourua) the most popular design of those who responded to the various surveys, it has been approved in principle as the preferred design and further work on the design will be undertaken before a more detailed concept is presented back to whānau. Particular elements of the other designs that whānau may like, can still be considered for inclusion in the design process.



Lyttelton West Development Update

- Purchase of the remaining sections will be completed 20 February
- Te Rūnanga o Ngāi Tahu Regional Investment team along with Kāinga Ora are now working on a 'bulk and location study' that will confirm how many and what type of whare and/or other buildings can be built on the site
- Next steps will be to put together a team to oversee the development project, and work with whānau around the priorities, project plan and timelines and resource requirements

Other capital projects

Hangi Pit and Shed: under construction.

Urupā handwashing facilities: planning underway for proper facility for hillside urupā

Marae flood mitigation: planning continues

Seawall project: being looked at in context of Coastal Hazards project (below)

Urupā Drive: Trustees now looking at a scaled back redesign

Waka Shed: with Te Nukutai o Tapoa concept include Wharewaka, the need for a whare waka at Rāpaki is limited.

Coastal Hazards

Reps Aurora Smith and Bex Gordon continue to work on this project, along with Kakati Royal who is on the governance group. An update will be provided at the meeting.

ECan Related Mahi

ECan councillors will come to the marae 1 March 11am. This will be an opportunity to present to them on primarily on issues relating to water. An additional catchup will be held with councillors later in the year to cover other Kaupapa.

DOC Ōtamahua Camping Proposal

DOC had come to us to seek feedback on trialling summer camping on Ōtamahua. Exec is of the view that any proposed trial would not be supported this year or indeed any increase in the number of people staying on Ōtamahua as existing numbers already have a significant impact on the existing environment (marine in particular) and any increase is likely to have more adverse than positive effects. As we know once 'trials' like this start they are very hard to end.

Kaimahi For Nature

Please see the separate report following this report.

Ripapa 3D Proposal

We have received a request from a commercial company via Te Papa Atawhai to agree to a 3D modelling of Ripapa. More information has been requested as to purpose/use of information and IP ownership etc.

Change of April Rūnanga meeting date

Agreed to move to 16th April as 9th April falls on Easter long weekend.

ANZAC Day 2023

ANZAC Day will see the unveiling of the WW2 memorial postponed last year because of Covid.

Personnel

As notified via email Pani Zaitsev and Cassie Lee have been employed to share the Whānau Ora mahi, initially with support from Kylie Jane Phillips. They will present to the March Rūnanga meeting on the plans for ensuring Whānau Ora meets our whānau needs. For now anyone wanting to know more should email Rāpaki.navigators@ngaitahu.iwi.nz.

Thank you again everyone for all your contributions. We look forward to continuing to work together for the future of our whānau and hapū.

Mishele Radford

Executive Chair

THONW Inc Quarterly Report Oct-Dec 2022

This report summarises progress of initiatives against the Strategic Plan pou primarily covering the quarter to 31 December 2022 but includes activities up to the time the report is completed

| Strategic Plan Pou (please note some of the bullet points are not in the strategic plan but have been added to capture additional activity) | Activities |
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| <i>Oranga: Providing opportunities for all whānau members to live healthy lifestyles physically, mentally, emotionally, spiritually, and culturally.</i> | |
| <ul style="list-style-type: none"> Rongoā practices nurtured | Rongoā workshop delayed until new Whānau Ora Navigator in place. Aiming for April-June 23. |
| <ul style="list-style-type: none"> Physical activity programmes | Whānau waka programme aiming to commence final quarter of 22/23. Dojo awaiting completion of school renovation. Working in partnership with Lyttelton Recreation Centre on rangatahi initiatives |
| <ul style="list-style-type: none"> Health clinics and information sessions at the marae for whānau and community | Health clinic planned for final quarter 2022/23 |
| <ul style="list-style-type: none"> Healthy kai policy | Ongoing |
| <ul style="list-style-type: none"> Individual whānau and community māra kai | 30 whānau māra supported. Community māra further developed with some crops planted. |
| <ul style="list-style-type: none"> Health and safety practices | Planning for health and safety built into all activities. |
| <ul style="list-style-type: none"> Whānau Ora programme supporting whānau aspirations | Support for whānau ongoing. |
| <ul style="list-style-type: none"> Other initiatives to support hauora | Participation in process with other Rūnanga for development of a regional health hub. |
| <ul style="list-style-type: none"> Covid 19 Response | Support being provided to whānau through distribution of Covid packs ongoing. Support for marae initiatives to minimise Covid transmission |
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| <i>Ahi Kā: Affirming the place of Ngāti Wheke as mana whenua mana moana, and enabling whānau to thrive on our own whenua.</i> | |
| <ul style="list-style-type: none"> Partnering with the Naval Point Club, other local recreational users, and CCC on the redevelopment of Naval Point | Contribution to development of hub facility concept and landscape design ongoing. Input being provided by tangata tiaki on possible development of breakwater at Te Nukutai o Tapoa to ensure changes improve tidal flow. |
| <ul style="list-style-type: none"> Co-hosting Sail GP | Preparation mahi ongoing. |

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| <ul style="list-style-type: none"> Replace Ōtūherekio pou and continue installation of pou whenua around the takiwā | Caine Tauwhare working on Ōtūherekio and Ōrongomai pou. |
| <ul style="list-style-type: none"> Support for whānau wanting to come and live at Rāpaki and in the takiwā through enabling succession to land, and supporting papakainga and employment initiatives | <ul style="list-style-type: none"> Land succession project underway to enable whānau to succeed to Rāpaki lands. Ongoing support being provided. Lyttelton West development project progressing with first land blocks purchased, and purchase of remaining land to be completed 20.2.23. Planning for development of concept plans and engagement with whānau underway. |
| <ul style="list-style-type: none"> Working with local organisations such as Te Ūaka to ensure Ngāti Wheke values and interests are appropriately recognised | Close working relationship with Te Ūaka continues with involvement in funding applications ongoing. |
| <ul style="list-style-type: none"> Continue to work to ensure important whenua areas of interest are appropriately protected and recognised | Plans developed for interpretation sites at various locations including 8 Norwich Quay, Ripapa and others. Working with a range of other external organisations to ensure appropriate recognition through signage and other means. Initiative to better protect Pūrau urupā and return land restarted with assistance from Te Rūnanga. |
| <ul style="list-style-type: none"> Develop strong working relationships with Crown partners, communities and other rūnanga to ensure Ngāti Wheke aspirations are respected | Ongoing work on a wide range of initiatives |
| <ul style="list-style-type: none"> Assess feasibility, develop and implement capital projects including: marae improvements, school building, papa tākaro (playground), office complex, waharoa, and other prioritised projects | <p>Prioritisation of development projects completed. Updates:</p> <p>Marae improvements – all completed other than laundry</p> <p>School – resource consent obtained. Lottery funding of \$160,000 confirmed. Building consent applied for.</p> <p>Papatākaro – last design iteration presented to whānau in December. Next iteration due early 2023.</p> <p>18A Upgrade – review of options to be revisited early 2023. Waharoa awaiting decisions around placement (ideally will be done in conjunction with 18A).</p> <p>Planning underway for other projects and flood mitigation.</p> <p>Waka shed plans on hold with trailer storage options being developed.</p> <p>Urupā road awaiting funding. No clear funding source at this stage</p> |
| Strengthening ability of organisation to achieve objectives through governance project | <p>Governance project almost complete. Some outstanding tasks still to be completed in 2023 are:</p> <ul style="list-style-type: none"> role of committees and external reps in relation to Exec, staff and Rūnanga updating of constitution |

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| | <ul style="list-style-type: none"> • updating key governance roles |
| Support the regular gathering of kaumātua and other initiatives Kaumātua wish to undertake | Kahui Kaumātua meeting 1-2 times per month. Christmas gathering held. |
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| <i>Tongarere: Ensuring taonga, including cultural heritage and identity, be shared and actively practiced, thereby preserving it for future generations.</i> | |
| <ul style="list-style-type: none"> • Working with whānau to develop resources and implement initiatives to ensure they have access to knowledge | Whare interpretation resource being developed to provide whānau with clear information about whare whakairo, tukutuku, tāhuhu, heke, and other aspects |
| <ul style="list-style-type: none"> • Ensure all whānau understand the basic tikanga and kawa of the marae | No further work done on this to date. Likely to be restarted once staff in place to lead mahi. |
| <ul style="list-style-type: none"> • Support wānanga for whānau and hapū to develop deeper understandings | Kaikaranga wānanga held 09.22 Te reo classes completed 08.22 Writing of school history ongoing Taonga Tuku Iho doco launched 20 November |
| <ul style="list-style-type: none"> • Maintaining and enhancing cultural practices around mahi toi, mahinga kai etc | Rangatahi noho held end of Jan 23. Next noho planned for Matariki. |
| <ul style="list-style-type: none"> • Matariki, Parihaka, ANZAC and Waitangi Day events are held regularly | Parihaka events held. End of year whānau day held in December. |
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| <i>Taiao: Ensuring that the natural environment is maintained and enhanced, guided by our values of mahinga kai and Ki Uta Ki Tai</i> | |
| Partnering with local government and NGOs on a wide range of land and water restoration projects such as: Whaka Ora Healthy Harbour, Kaimahi for Nature, Te Ahu Pātiki, Te Kākahu Kahukura, Avoca Valley Restoration, King George Reserve | Working with listed organisations/projects around Whakaraupō and elsewhere in the takiwā. Representation on range of entities including: Summit Road Protection Authority, Ōtamahua Restoration Trust, local reserve committees |
| Extension of mātaītai and public education programme around fishing | Still awaiting the Minister of Fisheries decision on the mātaītai extension. |
| Mussel Whata | Still waiting for mussel spat lines to arrive |

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| <p>Training whānau in diving and skippering to ensure plenty are available</p> <p>Skippers</p> | <p>Our diving team of Max and Michael Korako, Isaac Fahey, Renata Sadlier and Jordan Paulsen are working their way through to Advanced Open Water certification and Dive Rescue Certification. To date Renata has qualified in all categories. Isaac has achieved Advanced Dive Certification. Max, Michael and Jordan are awaiting confirmation of a date to undertake their Advanced Diver and Dive Rescue Courses.</p> <p>The final stage for those who qualify, is to proceed to Commercial Dive Certification.</p> <p>Currently we have two skippers qualified to a minimum of SRL Certification (Skipper Restricted Limits) with another 1-2 in the wings. It is our aim to train more of our divers up to SRL level, to future proof the operation and give Rāpaki an option should we wish to expand into other areas such as tourism, water transportation and aquaculture.</p> |
| <p>Undaria Harvesting and Resowing of Native Kelp species Rāpaki Tangata Tiaki and Otago University</p> | <p>Work begins the week commencing 20 November of the harvesting of undaria seaweed in Whakaraupō. The aim is to establish the quantity and quality of the invasive weed. Undaria is in big demand in the lucrative Japanese market, however the quality has to be high with a reliable source.</p> <p>Once the undaria has been harvested we'll be working with Otago University Researchers, financed by Sail-GP's Legacy program, "Live Oceans" to resow selected native kelp species in areas where undaria has been cleared. Research has been undertaken by Otago to identify native species that are more resistant to our warming ocean temperatures.</p> |
| <p>Restoring the whenua and moana through habitat enhancement initiatives, and control of destructive practices through education, regulation and enforcement</p> <p>Wetlands/Fish Passage Project</p> | <p>Plans being developed for fish passages at various locations, and for establishment of wetlands at 1A2B. This involves the creation of a series of ponds to assist in the control of and storage of water to supply water tanks to feed the nursery and support plantings along the upper areas of Ōmaru stream, where planting restoration work is being undertaken by Kaimahi for Nature.</p> |

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| <p>Kaimahi for Nature</p> | <p>The program is going well and we have achieved a lot in the 12 months to date, since the start mid-September 2021. Good progress has been made on our three primary sites, being Living Springs, Rāpaki 1A2B and Taukahara 1. Work has been 70% completed on the 7 supplementary sites around the harbour although ongoing weed control maintenance is required on some of the properties. We have negotiated access onto an 8th property, once a part of the Taukahara block and sold-off by the Māori Trustee into private ownership. The property borders Taukahara and the Sugarloaf Reserve and provides a good outcome for the owner and this program that we have the opportunity to create a continuous green corridor from Living Springs through to Rāpaki that will be monitored for animal and plant pests and receive assistance with plants and planting. Council has been included in the conversation and are keen to support the project through plant and track maintenance.</p> <p>There have been plenty of hurdles to jump, however we're ahead of our milestones and making excellent progress. However, there's never enough time or resources, and this coming year, whilst the work on the whenua continues, it's all about building a sustainable succession plan that will ensure the work continues when the program ends in March 2024.</p> |
| <p>Rapaki Nursery and Seedbank</p> | <p>The nursey footprint has been developed behind the woolshed, including the drive-on access.</p> <p>The next stage is the development of the nursery itself including a building to house the equipment, staff area, potting and storage area. The development of a plant hardening off area, water-tanks to hold a minimum of 100,000 litres and irrigation systems including solar pumps, power supply and toilets.</p> <p>Plans underway for establishment of seed banks in Rāpaki and Living Springs in conjunction and with the assistance of Christchurch Botanical Gardens. This is an effort to protect the purity of our local stock, propagate in our nurseries and eventually distribute to all of the restoration projects within the Whakaraupō wider catchment.</p> |
| <p>Christchurch Botanical Gardens Seed Bank</p> | <p>A memorandum of understanding is being developed between Rāpaki and the Botanical Gardens for the landowners and trustees' consideration.</p> |

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| Biosecurity New Zealand Hui | <p>Informal meeting has taken place between middle and senior management of Biosecurity NZ and Rāpaki Tangata Tiaki representatives. We are requesting a kanohi te ki kanohi (face to face) with the top management decision makers, Ngāi Tahu and Rāpaki Tangata Tiaki. Our intention is to demand that regulatory change at a Regional and local Council Level is implemented to prohibit the movement of marine vessels from one area to another without the necessary paperwork to prove the vessel has been defouled of any invasive organisms such as Mediterranean Fanworm, undaria seaweed as two major examples. We are also seeking the implementation of “Marine Pathways” that will prohibit the movement of any vessel through the pathway without the necessary paperwork being in order. Vessels will be required to comply with the regulations or face a heavy fine, seizure and or removal of the vessel. Last but not least, it is our belief the regulating authorities have to provide the enforcement agency with the tools and teeth to apply and enforce the by-laws.</p> |
| MPI – Fishing regulations and controls | <p>Work is underway to address what seems to be the ineffective policing of our fishing regulations within our Whakaraupō Mātaitai and our takiwā in general. It’s our intention to join with other Rūnanga from Kaikōura to Ōnuku to have our concerns raised and addressed at a high level. The work will progress once the meeting date with Biosecurity NZ has been set.</p> |
| longairo Project | <p><i>longairo</i> is a Te Pātaka o Rakaihautu Seafloor Mapping Project we are participating in in partnership with local rūnanga, Ecan and Otago University to develop a detailed map of the seafloor that will yield much useful information. The mapping work is being undertaken by Otago University Researchers. Whakaraupō was left off the survey, however it is now included. Rāpaki Tangata Tiaki have been instrumental, acting as the conduit between Otago Uni, NIWA, ECAN, Lyttelton Port Company and Frontiers Abroad/Canty University, to obtain agreements from each organisation to share the mapping information already available, that’s been undertaken by each entity for Otago to collate. Otago can fill the gaps, thereby speeding-up the process and avoiding additional time and costs. We’re hopeful the relationships formed between these organisations will enable future collaborations and the sharing of information, should the need arise for the betterment of the harbour catchment. Mapping work has been planned and the first stage will take place over the summer of 22/23. Some of the</p> |

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| | information developed through the project will be publicly shared while other parts will be kept secure for approved access only. |
| Frontiers Abroad and other collaborations | We are establishing a 10 year MOU with undergraduate program Frontiers Abroad. The program is run in conjunction with Canterbury and Auckland Universities. Frontiers will be undertaking study programs within our rohe and Whakaraupō Catchment, including intertidal studies and surveys, sedimentation monitoring, forest health monitoring using lidar technology, the integration of mātauranga and Western Science, Lizard Monitoring, Mauri Modelling Ōmaru Stream, formation of a Science Hub in Rāpaki and more. |
| Improve our own marae practices to minimise waste through the Parakore programme | Parakore programme commenced |
| Ecan Integrated Plan Project | Ongoing hui to determine our involvement in this planning process which will bring together the various plans Ecan are responsible for including: coastal, fresh water, air, and land |
| Inputting on Resource Consents | Ongoing in conjunction with Mahaanui Kurataiao Ltd on wide range of applications. |
| Coastal Hazards Project | Working with CCC and local communities to identify impact of sea level rise and response options. Numerous hui held during the quarter. |
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| <i>Kōrero Rangatira: Communicating in a mana-enhancing and inclusive way to ensure everyone is informed, and feels safe sharing</i> | |
| <ul style="list-style-type: none"> • Completion of our website and continued improvement of communication channels | Website now operating (www.rapaki.iwi.nz) |
| <ul style="list-style-type: none"> • Continue to grow a culture where the voices of all are heard and respected | Communication strategy in development |
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| <i>Pākihi Actively supporting whānau and hapū businesses, and employment opportunities that will enhance wellbeing</i> | |
| <ul style="list-style-type: none"> • Providing whānau members with assistance in business through development of plans, accessing funding, brokering relationships | Support provided through Whānau Ora service to various whānau members |
| <ul style="list-style-type: none"> • Implementing cadetships, mentoring, and internship programmes | Summer cadetships commenced November 2022 with four cadets working over the summer and 2 continuing through to March 2023. |

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| <ul style="list-style-type: none"> Develop hapū business opportunities (tourism, nursery) | <p>Work continuing on obtaining regulatory approval for commercial use of waka. DOC Tourism concession completed and submitted. Nursery construction at 1A2B due for completion by March.</p> |
| <p><i>Mātauranga: Supporting and assisting whānau in on their learning pathway, and providing guidance to local education</i></p> | |
| <p>Current activities include:</p> | |
| <p>Assisting whānau and other Māori in the takiwā to develop and negotiate their educational pathways</p> | <p>Whānau Education Action Plan (WEAP) programme</p> <ul style="list-style-type: none"> 54 whānau plans drawn up with further assistance provided to many for achievement of goals |
| <p>Resource Development</p> | <p>Work underway to improve existing resources Digital App, Te Kete Ako o Rākaihautū VR initiative developed and workshops planned for Rangatahi early 2023 Resource creation for whanau, community and schools including Putaiao, Hangarau commenced</p> |
| <p>Support the education sector in the takiwā</p> | |
| <ul style="list-style-type: none"> Establish and cultivate relationships with education providers connected to Ngāti Wheke, and within the Ngāti Wheke takiwā | <p>Ongoing engagement with local schools to support ākonga Māori. This is supported with personal visits from an Educational Committee rep, staff and kaumātua</p> |
| <ul style="list-style-type: none"> Encourage and support local school marae visits | <p>Repeat bookings from schools who have experienced marae visits</p> |
| <ul style="list-style-type: none"> Support culturally responsive teaching professional development programmes by mandated Ngāi Tahu /Māori entities for educators. | <p>First ka pou pou reo training programme for kaiako completed and graduation held. Very positive responses from participants. SELO training for pre-school teachers commencing February</p> |
| <p>Support and co-ordinate marae-based programs that support lifelong learning for all ages.</p> | |
| <ul style="list-style-type: none"> Create resources to support Ngāti Wheke learners on different education pathways | <p>Our relationship/partnership with Bush Farm is strengthening, with more iwi involvement and support, more scholarships for whānau being provided. EP Te Reo online programme whānau now has 112 whānau signed up</p> |
| <ul style="list-style-type: none"> Support other portfolios to create educational resources for hui and wānanga | <p>Aiming to progress 3rd quarter of 22/23.</p> |

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| <ul style="list-style-type: none"> • Guide whānau towards learning support and pastoral care services available to help with their education journey | <p>This is being done through the WEAP process outlined above.</p> |
| <p>Promote and celebrate Mātauranga Māori</p> | |
| <ul style="list-style-type: none"> • Work with the Cultural Heritage and Identity portfolio to create learning opportunities for whānau | <p>Ongoing</p> |
| <ul style="list-style-type: none"> • Investigate ways to integrate Mātauranga Māori into all education opportunities | <ul style="list-style-type: none"> • Part of the ka pou pou reo programme, and all initiatives we undertake • Kaumātua are volunteering to spend time at schools and Bush Farm interacting with the tamariki and just being a presence. |

KAIMAHI FOR NATURE PROGRESS REPORT

Quarter Ending: December 2022

The Kaimahi for Nature project completed its 6th quarter in December 2022 and has successfully delivered all required milestones to date, with all pest animal control objectives exceeded.

The project consists of 3 primary sites and 8 supplementary sites, with a current staff force of 20 FTE.

Primary sites include: Rāpaki land blocks 1A2B, Taukahara 1C and Living Springs.

Supplementary sites include: Purau, Diamond Harbour, Steadfast Reserve, Kaitangata Peninsula, and various sites at the head of the harbour. Recently, Kaimahi for Nature engaged an additional supplementary site at the border of Taukahara and Sugar Loaf Reserve to assist in planting work. The additional supplementary site brings the project closer to achieving the overall goal of creating a 'green belt' through Rāpaki and surrounding whenua.

6th Quarter Outputs:

457ha treated for possum control

337ha treated for rats and mustelid control

42ha treated for weed control

2.3km of new tracks created

5.3km of existing tracks maintained

3198 plants, trees or stems planted

Mātauranga wānanga

As part of the cultural induction for our Kaimahi team members, Te Hapū o Ngāti Wheke hosted a mātauranga seminar with guest speaker Dr. Daniel Hikuroa. The seminar was originally intended for the Kaimahi teams and tari staff only, but we saw an opportunity to include each of the organisations we work closely with and share in the Kaupapa. 65 guests attended the seminar with representatives from: DOC, University of Canterbury, The Christchurch Botanical Gardens, Lyttleton Port Company, ECAN, Frontiers Abroad, CVNZ, and field teams from Christchurch City Council. The Mātauranga seminar was a great success with all guests leaving with a better understanding of Te Ao Māori.

Dan Hikuroa also returned to Rāpaki before the end of the quarter to demonstrate a Mauri model exercise for students and Kaimahi teams around Omaru Stream.

Strategy workshop

Both Kaimahi teams were invited to a Pest Control strategy workshop hosted at Orton Bradley with Boffa Miskell. Here we collaborated with Orton Bradley's JFN team and Brent Barrett, discussing best industry practise for pest control before visiting a potential Mahinga kai planting site.

Current works

As the Kaimahi for Nature project nears the end of its 2nd year, planning for the succession and sustainability of outputs achieved is the top priority. We are working to secure further funding to assist in the ongoing maintenance of traplines and planting sites, with some corporate partnerships and volunteer-based strategies underway.

Te Hapū o Ngāti Wheke Incorporated

FINANCE REPORT

For the seven months ended 31 January 2023

For the financial year ending 30 June 2023

INTRODUCTION

As we continue to improve the presentation of the financial reporting, we encourage the Rūnanga to provide feedback on creating a more user-friendly template. Although it summarises the operating income and expenses, a detailed set of financial reports are available on request.

Please refer to the financial summaries included in this report for the seven months ended 31 January 2023. All supplier bills received have been recorded, although, there may be several supplier bills and invoices still to be recorded the report gives a good indication of the financial performance.

OPERATING INCOME

Funding is available from Te Poho o Tamatea Ltd (TPoT) to support the day-to-day operating expenses. The Service Level agreement (SLA) provides funding up to \$612,000 for the year ending 30 June 2023. This funding is the biggest source of income and can be drawn down in monthly instalments. As of 31 January 2023, TPoT has been invoiced \$357,000 (\$51,000 x 7 months) of which \$255,000 (5 months) has been paid to date, with the remaining \$102,000 being held in their bank account until such time as we need it and request it.

Any income received in advance, for example, deposits paid for marae hire have been journalled to income received in advance.

Marae income and expenses are consistent with the previous three months of trading, in that it is typically running at a loss.

All other income is in line with prior months; except for:

- TPoT - Charitable grant income for \$4,000
- Interest received on Kaimahi for Nature portion of the term deposits between September and December has been apportioned to Kaimahi for Nature Project (\$2,545).
- Capital Improvement Project's previous year unspent grant not carried forward to this year has been corrected for \$177,631.
- Ngāi Tahu Grant received for \$550,000 (P&L) for purchase of remaining Lyttelton West sections (received in Dec22).
- Ngāi Tahu Property Interest free loan for \$275,000 (BS) for purchase of remaining Lyttelton West sections (received in Dec22).

OPERATING EXPENSES

All other expenses are in line with prior months, except for:

- TPoT - Charitable grant expenses for \$4,000 paid.

OPERATING EXPENSES (Cont.)

| | INCOME & EXPENDITURE | | | | | | | | | | | | |
|---|----------------------|---------------|---------------|----------------|---------------|----------------|---------------|----------|----------|----------|----------|----------|------------------|
| | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Jun-23 | Year to date |
| OPERATING CASH INCOME & EXPENSES | | | | | | | | | | | | | |
| Income | | | | | | | | | | | | | |
| Charitable grants | 0 | 0 | 0 | 13,446 | 2,860 | 0 | 4,000 | | | | | | 20,306 |
| Church Income | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | 0 |
| External operating funding | 3,028 | 2,999 | 2,164 | 32,284 | 2,083 | 2,673 | 2,040 | | | | | | 47,270 |
| Marae Income | -261 | 14,161 | 15,893 | 11,967 | 8,623 | 3,878 | 835 | | | | | | 55,096 |
| Other (interest, koha) | 1,066 | 1,854 | 5,308 | 3,311 | 4,216 | 555,180 | -1,376 | | | | | | 569,559 |
| Pūtea whakamahi | 51,000 | 51,000 | 51,000 | 51,000 | 51,000 | 51,000 | 51,000 | | | | | | 357,000 |
| Total Income | 54,833 | 70,014 | 74,365 | 112,007 | 68,782 | 612,731 | 56,498 | 0 | 0 | 0 | 0 | 0 | 1,049,230 |
| Less operating expenses | | | | | | | | | | | | | |
| Administration & Office | 11,322 | 17,280 | 8,685 | 9,528 | 9,526 | 16,386 | 5,403 | | | | | | 78,130 |
| Charitable donations paid | 0 | 0 | 0 | 13,446 | 2,860 | 0 | 4,000 | | | | | | 20,306 |
| Church | 192 | 190 | 195 | 193 | 189 | 189 | 189 | | | | | | 1,338 |
| Executive committee / honorarium | -12,650 | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | -12,650 |
| Koha | 104 | 500 | 0 | 626 | 219 | 0 | 190 | | | | | | 1,640 |
| Marae | 11,355 | 21,466 | 15,896 | 15,317 | 12,184 | 17,219 | 10,192 | | | | | | 103,629 |
| Personnel & Staff | -22,483 | 20,655 | 13,988 | 13,507 | 12,181 | 17,465 | 14,015 | | | | | | 69,328 |
| Reserve Maintenance | 1,072 | 1,000 | 2,161 | 843 | 1,497 | 257 | 1,603 | | | | | | 8,432 |
| Reserve trustees | 0 | 0 | 120 | 0 | 0 | 0 | 0 | | | | | | 120 |
| Travel / Motor vehicle | 289 | 0 | 330 | 904 | 499 | 1,368 | 0 | | | | | | 3,391 |
| Total Operating Expenses | -10,800 | 61,091 | 41,375 | 54,364 | 39,156 | 52,885 | 35,592 | 0 | 0 | 0 | 0 | 0 | 270,272 |
| Net Profit/(Loss) | 65,633 | 8,923 | 32,990 | 57,643 | 29,626 | 559,847 | 20,906 | 0 | 0 | 0 | 0 | 0 | 778,958 |
| NON CASH OPERATING EXPENSES | | | | | | | | | | | | | |
| Depreciation | 15,869 | 15,869 | 15,869 | 15,869 | 15,869 | 15,869 | 15,869 | | | | | | 111,086 |
| Total NON CASH | 15,869 | 15,869 | 15,869 | 15,869 | 15,869 | 15,869 | 15,869 | 0 | 0 | 0 | 0 | 0 | 111,086 |
| TOTAL OPERATING PROFIT/LOSS | 49,764 | -6,947 | 17,120 | 41,774 | 13,757 | 543,977 | 5,036 | 0 | 0 | 0 | 0 | 0 | 667,872 |

OPERATING PERFORMANCE EXCLUDING PROJECTS (Profit/Loss)

The above operating income and expenses show an overall operating profit of \$5,036 for the month ending 31 January 2023. All known operating bills have been received, and all marae hire, and accommodation for January have been invoiced. The summary below includes the prior month's finalised profit/loss, and the YTD totals.

| Summary | 31-Jan-23 | 31-Dec-22 | Year to date |
|--------------------------------|--------------|----------------|----------------|
| Cash operating profit/(loss) | 20,906 | 559,847 | 778,958 |
| Depreciation | 15,869 | 15,869 | 111,086 |
| Operating profit/(loss) | 5,036 | 543,977 | 667,872 |

POU

As part of the governance review all projects and programmes (excluding Office and Marae general operating accounts as shown on page 2 of this report) have been aligned with the strategic plan pou and are reported against in these monthly reports (as shown on page 6 and 7 of this report) and in the quarterly narrative reports to Rūnanga (in November, Feb, May, and August each year).

Individual tailored reports can be designed for different committees based on their needs. Please liaise with Penny Mercer (penny.mercer@ngaitahu.iwi.nz).

Further feedback would be appreciated on the sorts of financial information whānau would like to see.

FINANCIAL POSITION

Funds held in the bank as of 31 January 2023 were \$1,575,452 (Dec 2022: \$1,627,517.43). These funds include externally funded project monies received to date (Kaimahi for Nature etc), and a grant received for \$550k and an interest free loan of \$275k received from Te Rūnanga o Ngāi Tahu (both for Lyttelton West project). Most assets of the Inc Soc are land and buildings. There were no significant asset purchases for the month ending January 2023.

The accounts receivable balance of \$118,728 is mainly made up of outstanding invoices between current and 30 days outstanding. Accounts receivable is frequently monitored and followed up internally by the office.

Financial Position

Te Hapū o Ngāti Wheke Incorporated

As at 31 January 2023

Assets

| | |
|------------------------------------|------------------|
| Bank | 1,575,452 |
| Current Assets | |
| Accounts Receivable | 118,728 |
| Business Credit cards | 0 |
| Inland Revenue | 40,273 |
| Prepayments | 41,191 |
| Term Deposits | 906,839 |
| Total Current Assets | 1,107,030 |
| Fixed Assets | 6,447,361 |
| Total Assets | 9,129,843 |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | 294,076 |
| Business Credit cards | 5,107 |
| Inland Revenue | 0 |
| Accrued Expenses | 2,700 |
| Income in advance & Unspent Grants | 2,130 |
| Ngāi Tahu Property Limited – Loan | 430,169 |
| Total Liabilities | 734,182 |
| Net Assets | 8,395,661 |
| Equity | |
| Accumulated Funds | 6,681,788 |
| Current Year Earnings | 1,713,873 |
| Total Equity | 8,395,661 |

CASH FLOW POSITION

The cash position is a positive of \$733,965.

The cash position is broken down as follows:

| | | 31-Jan-23 | 31-Dec-22 |
|---------------------|-----------------------------------|------------------|------------------|
| Cash | Bank | 1,575,452 | 1,637,517 |
| | Term Deposits | 906,839 | 906,839 |
| Owed to THoNW | Accounts Receivable | 118,728 | 161,292 |
| | Inland Revenue | 40,273 | 0 |
| | Prepayments | 41,191 | 44,889 |
| Owed by THoNW | Accounts payable | -299,183 | 41,187 |
| | Provisions | -2,130 | 1,130 |
| | Inland Revenue | 0 | 37,824 |
| | Ngāi Tahu Property Limited - Loan | -430,169 | -430,169 |
| (Externally funded) | Pou | -1,217,034 | -1,647,545 |
| | Net Cashflow Profit/(Loss) | 733,965 | 752,964 |

Strategic Plan Pou management

The following are a list of Pou managed internally within the office with support from whānau. For the month ended 31 January 2023

| Account | POU | | | |
|---|------------------|------------------|----------------|----------------|
| | Budget | Income | Expense | Balance |
| POU | | | | |
| Oranga Pou | | | | |
| Covid 19 Response | 10,000 | 22,000 | 632 | 21,368 |
| Health Location Project | 25,000 | 0 | 0 | 0 |
| Health Strategy Implementation | 5,000 | 5,000 | 0 | 5,000 |
| Physical activity programmes | 25,000 | 0 | 0 | 0 |
| Rongoā initiatives | 3,000 | 3,682 | 0 | 3,682 |
| Whānau and Community Māra | 70,000 | 91,803 | 79,050 | 12,753 |
| Whānau Ora Delivery (including whānau grants) | 90,000 | 135,455 | 60,065 | 75,390 |
| Total Oranga Pou | 228,000 | 257,940 | 139,746 | 118,193 |
| Ahi Kā Pou | | | | |
| ANZAC WWII Memorial | 5,000 | 0 | 0 | 0 |
| Fibre Installation | 100,000 | 40,000 | 0 | 40,000 |
| Governance, training & development | 15,000 | 15,234 | 525 | 14,709 |
| Hangi Pit and Shed | 15,000 | 15,000 | 577 | |
| Lyttelton Museum | 0 | 0 | 544 | -544 |
| Lyttelton West Development | 155,169 | 155,169 | 155,169 | 0 |
| CAPITAL PROJECTS | | | | |
| 18A Upgrade | 25,000 | 0 | 6,770 | -6,770 |
| Marae Flood Mitigation | 100,000 | 0 | 0 | 0 |
| Marae Improvement | 380,000 | 574,778 | 334,997 | 239,781 |
| Omaru Road Improvements | 0 | 0 | 0 | |
| Playground Redesign | 5,000 | 0 | 2,500 | -2,500 |
| School Restoration/Redevelopment | 390,000 | 0 | 22,667 | -22,667 |
| Urupā | 0 | 0 | 8,074 | -8,074 |
| Total Capital Projects | 900,000 | 574,778 | 375,007 | 199,771 |
| Naval Point Redevelopment | 10,000 | 7,785 | 10,750 | -2,965 |
| Papatipu Runanga CCC Engagement Project | 120,000 | 120,000 | 0 | 120,000 |
| Sail GP | 203,700 | 28,700 | 11,983 | 16,717 |
| Small capital items | 17,293 | 17,293 | 0 | 17,293 |
| Stand Tu Maia | 14,611 | 20,236 | 18,545 | 1,691 |
| Support for kaumatua initiatives | 5,000 | 93 | 2,060 | -1,968 |
| Supporting whānau papakainga development | 57,500 | 55,656 | 30,496 | 25,160 |
| Waharoa | 50,000 | 51,000 | 0 | 51,000 |
| Waka Rangatahi Engagement | 20,000 | 14,000 | 70 | 13,930 |
| Waka Whakairo | 0 | 16,000 | 16,000 | 0 |
| Total Ahi Kā Pou | 1,688,273 | 1,130,943 | 621,726 | 494,794 |
| Tongarerewa Pou | | | | |
| Cultural events | 20,000 | 4,348 | 161 | 4,187 |
| Cultural monitoring | 5,000 | 0 | 1,660 | -1,660 |
| Interpretation Panels | 10,000 | 10,000 | 0 | 10,000 |
| Otuherekio Pou | 30,000 | 4,250 | 0 | 4,250 |
| Rangatahi noho | 15,000 | 30,553 | 8,269 | 22,284 |
| Reo Wananga and Resources | 35,000 | 1,661 | 258 | 1,403 |
| School History | 10,000 | 12,000 | 0 | 12,000 |
| Tamariki programmes | 2,000 | 1,400 | 0 | 1,400 |
| Taonga Tuturu Documentary | 10,000 | 12,617 | 11,752 | 865 |

| | | | | |
|---|------------------|------------------|------------------|------------------|
| Te Atakura for Hui a Iwi | 5,000 | 4,348 | 1,252 | 3,096 |
| Tikanga, kawa, and Wheketanga wānanga | 20,000 | 0 | 3,546 | -3,546 |
| Total Tongarerewa Pou | 162,000 | 81,177 | 26,897 | 54,280 |
| Taiao Pou | | | | |
| Diving and boat skipper training | 10,000 | 0 | 0 | 0 |
| Fish Passage | 10,000 | 5,000 | 0 | 5,000 |
| Head of the Harbour Whenua Habitat re-enhancement initiatives | 35,000 | 34,230 | 7,689 | 26,540 |
| Kaimahi for Nature | 1,235,000 | 1,124,143 | 948,054 | 176,089 |
| Kaiwaka 1 | 11,219 | 28,090 | 21,311 | 6,780 |
| Marine Habitat reenhancement initiatives | 15,000 | 122,165 | 250 | 121,915 |
| Manawhenua Advisory Group | 0 | 3,000 | 2,084 | 916 |
| Natural Resources Coordination | 0 | 300 | 0 | 300 |
| Native Plant Nursery Operation | 30,000 | 6,752 | 3,820 | 2,932 |
| Omaru Stream Wetland | 10,000 | 10,000 | 217 | 9,783 |
| Parakore Programme Implementation | 3,000 | 0 | 0 | 0 |
| Seedbank Establishment | 20,000 | 0 | 0 | 0 |
| Takutai Moana Research Project | 25,000 | 25,000 | 0 | 25,000 |
| Whakaraupō mataitai extension and public education | 5,000 | 0 | 0 | 0 |
| Total Taiao | 1,409,219 | 1,358,680 | 983,425 | 375,255 |
| Kōrero Rangatira Pou | | | | |
| Website Development and Maintenance | 15,000 | 0 | 13,404 | -13,404 |
| Communication Strategy | 5,000 | 0 | 0 | 0 |
| Total Kōrero Rangatira Pou | 20,000 | 0 | 13,404 | -13,404 |
| Pākihi Pou | | | | |
| Summer Cadetship Programme | 20,000 | 20,600 | 22,255 | -1,655 |
| People of the Pa | 60,000 | 55,000 | 55,000 | 0 |
| Piiki Film | 0 | 13,300 | 8,080 | 5,220 |
| Waka Commercial Operating License | 10,000 | 0 | 3,000 | -3,000 |
| Total Pākihi Pou | 90,000 | 88,900 | 88,335 | 565 |
| Mātauranga Pou | | | | |
| Whānau Education Plan Delivery and Support | 120,000 | 182,882 | 62,073 | 120,809 |
| Education Perfect Te Reo Programme | 21,000 | 21,000 | 5,155 | 15,845 |
| Ka pou pou reo kaiako training for pre/teachers | 20,000 | 20,000 | 8,857 | 11,143 |
| Tamatea Digital App Upgrade | 8,000 | 0 | 0 | 0 |
| Te Kete Ako o Rakaihautu Book Rewrite | 20,000 | 53,655 | 14,099 | 39,556 |
| Delivery of tech microcredentials | 10,000 | 0 | 0 | 0 |
| Resource Creation for whānau | 20,000 | 0 | 0 | 0 |
| Mātauranga māori wānanga online | 20,000 | 0 | 0 | 0 |
| Total Mātauranga Pou | 239,000 | 277,537 | 90,185 | 187,352 |
| Total POU | 3,836,492 | 3,195,177 | 1,963,719 | 1,217,034 |

Te Hapū o Ngāti Wheke Rūnanga Meeting 11 December

Present: Māui Stuart, Mishele Radford, Roy Tikao, Donald Couch, Helen Bairds, Elaine Dell, Flora McGregor, Lynette Cotterill, Makere Fahey, Herewini Banks, Dave Banks, Karen Timihou, Gail Gordon, Hapeti Stone, Sheena Stone, Karl Stone, Kiri Rowe, Rewi Couch, Reihana Parata, Manawanui Parata.

Apologies: Ila Couch, Jo Tyro, Isaac Fahey, Pani Zaitsev, Dorothy Couch

Ngā Mate: Paul Karaitiana

Governance Project Update

The Chair overviewed progress on this and noted there are a number of final steps to be undertaken in 2023

1. Final Exec session with Te Wharehukahuka to develop a decision-making framework for assessing key projects in the strategy.
2. Developing SMART goals + turning one existing goal into a SMART goal
3. Further work with committees and external reps to finalise terms of reference
4. Updating of constitution

The first two steps above will lead into a review of the strategic plan to assess how well it is working, how it fits what we are planning to do, and what we might need to change.

Capital Projects Update

The Chair overviewed the status of various projects as follows:

Marae: final laundry construction should be completed by Christmas

School: Awaiting decision on final funding & building consent. Should commence early 2023. Engineers report from recent work not available as yet.

18A: TRONT funding confirmed of \$500,000 subject to confirmation of consents. Plans should be available for whānau feedback February 2023. It is envisaged the work will be staged to enable the building to continue being utilised as far as possible.

Urupā handwashing facilities: Ashley Warnes installing something in the next couple of weeks connected to the water supply.

Urupā Road: awaiting funding. Reserve Trustees looking at other cheaper options for achieving same result.

Flood Mitigation Work: work commenced costing solutions to flood risk to marae from Ōmaru Stream.

Lyttelton West School Update

Meeting with Kāinga Ora Wednesday 14th December to map out steps for feasibility study including whānau consultation

Coastal Hazards Hui

Gail Gordon noted we can mark important cultural sites on the online flood mapping system so we can plan but these will be kept private.

Query re remedial work and completion of the sea wall.

Noted that the seawall still not completed. Has been raised a number of times. Need to be brought to attention of the CCC group.

Noted we had some engineering/cost assessments done for extension completion of the wall a couple of years back with costs coming in at \$250,000 plus.

Te Ahu Pātiki Trust Launch Event at Rāpaki

The Chair report on this event which was a good event with close to 100 people coming to the marae to celebrate the launch of the Trust and its work to help restore the mauri of Te Ahu Pātiki by ending farming and returning the land to ngahere. Thanks given by the Chair and Trust rep Roy Tikao for all who have supported this kaupapa

Staffing Update

- Whānau ora role(s): interviewing and appointments to be completed by Christmas
- Further work on scoping roles for the Tongarerewa and Taiao areas is ongoing

TRONT Rep report

Gail overviewed her report.

Noted underspend meant \$1.25 million being given to each Rūnanga (in our case to Te Poho o Tamatea Ltd).

Gail noted water service entity bill had final reading that will have 4 regional entities with our one having the Ngāi Tahu takiwā as the boundaries.

Noted ongoing discussion regarding the takiwā boundary issues with other iwi as this differs in different regulatory regimes.

Finance Report

Karen overviewed the report.

LPC

Discussion regarding the possible partial sale and a suggestion that we should buy some LPC shares if they come available. TPOT could purchase or possibly Rūnanga using compensation money from reclamation court case.

Need to also push for a director.

Noted that two vacancies on the MAG to be filled in the new year and that we need to be more involved in LPC

Noted ongoing impact of port activities on Whakaraupō and the need to quantify the loss.

SaiIGP

Gail gave an overview of progress to date across all the teams.

Query raised re fanzone. May look to have one at the Marae

Could do something at Lyttelton West school site also (could use a van to move whānau between Lyttelton West and Rāpaki)

Noted transport plan will restrict movement and parking. More details to be confirmed.

All reports accepted

Trustee Report

Mishele overviewed trustee meeting noting delays in trustee appointments and ongoing issues around urupa.

Kaumātua Report

Elaine thanked everyone who helped arrange for kaumātua to go to Hui a Iwi in the van especially Catherine for her driving, and noted it was good to be there after a break for a year or two.

Elaine also reported the kaumātua went to lunch at the Richmond Club and it was very good.

Lynette and Paula thanked for all the help organising kaumātua events.

Kaumātua now looking at events for 2023.

Lynette noted we had graduation ceremony for Ka pou pou Reo for 30 plus primary and pre school teachers.

General Business

Makawhiua waka – Donald moved that reference to Makawhiua removed. Donald/Herewini. Approved.

Action: Office to notify Ngāi Tahu.

Waka Naming

Kerepeti overviewed the creation process for the new waka creation that utilized modern materials with a traditional look. Noted that this has been an ongoing process and that the newest waka is the endpoint of this design process. Kerepeti overviewed the relationship between the naming of all three waka. Te Kōhaka represents how we bring people in to the hapū and how Whakaraupō acts as a nursery for a range of species. Noted how the Kaupapa are linked together and that they relate to Mahinga kai which happens every year and need to be prioritised.

Query as to why are we asking about names here at the Rūnanga? Noted that is the usual practice we follow.

Kerepeti thanked for the good work done on the name,

Agreed: Te Kōhaka is the name for the new waka. Kerepeti/Reihana

Action: Needs to have a blessing ceremony utilizing those who were used previously – perhaps when carvings completed? Before Waitangi?

Approval of November Rūnanga minutes

Approved.

Mishele gave an overview of the year as chair and finished by asking all to work together to make the Rūnanga a place where rangatahi choose to come to in the future.

Meeting closed 11.50 am with karakia from Māui