



ANNUAL REPORT 2017



AGENDA

The Annual General Meeting of the Tapuika Iwi Authority for the year ended 30 June 2017, to be held at Tia Marae 11 Malcolm Ave, Te Paamu on Saturday 10 March 2018, commencing at 10.00am

ITEMS

Karakia / Mihi

Apologies

1. Chair's Annual Report 2017
2. Draft Mahere Rautaki: Titiro Whakamuri Kokiri Whakamua 2018 – 2023
3. Audited Financial Statements For the Year ending 30 June 2017
4. Resolutions
 - a. Appointment of Financial Auditor to the Tapuika Group for 2018
 - b. Approve Tapuika Group Trustee Remuneration for 2018
5. Minutes of the Previous Annual General Meeting held Saturday 17 December 2016 at Ngati Moko Waitangi, Te Puke at 10:00am

General Business

Karakia Whakamutunga

Karakia

Ko te kawa tuatahi

Ko te kawa tuarua

Ko te kawa tuatoru

Ko te kawa tuawhapi

Ko te kawa tuarima

Ko te kawa tuaono

Ko te kawa tuawhitu

Ko te kawa tuawaru

Ko te kawa tuaiwa

Ko te kawa tuangahuru

Ko te kawa o te Whare o Rangi e tu nei

Ko Hauteuanui

Rukutia! Rukutia i nga maihi,

I nga poupou, i nga heke, i nga tuparu

Kia ninihi atu ai a Uanui, a Uaroa

Whakarongo iho ra e Mata te irihia

Te hauhau no Tu marangai he taua e

Karia te po i Rarotonga

Te whare o Ueuenuku, o Ueuerangi

Te taka mai tu, tona whaiawhano

Whano whano hara mai te toki

Haumi e hui e taiki e!

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CHAIRS ANNUAL REPORT

Tenā koutou e noho mai rā i runga i ō tātou marae maha huri noa i te takapu o Tapuika. Ko kōutou te hunga e mau tonu ana ki ngā tikanga i waiho ake hei tāonga tuku iho ki ngā uri whakatapu.

Me te tangi hotuhotu ki te hunga kua wheturangitia, arā rātou kua whakahuahuatia kei raro iho nei.

As Chairperson of the Tapuika Iwi Authority and on behalf of the Board of Trustees, it is a privilege to present to you this Annual Report on our governance activities over the 12 months.

Acknowledgement

I would like to take this opportunity to acknowledge our koroua, papa, Uncle Nuia Kokiri who passed away during the year. As a Trustee on the Board he served with quiet dignity, providing a voice of reason during intense negotiations with the Crown and overlapping claimants. His commitment to iwi and hapu development was evident in his consistency and loyalty to the kaupapa, attending every Hui until his physical health prevented further involvement.

Iwi Register

As at 30 June 2017, the number of Tapuika individuals on the Iwi Register was 2,607.

Trustee Elections

Trustee elections were held during the year for 4 (four) hapu Trustees to represent each of the hapu of Tapuika, in addition and additional Ngati Kuri hapu Trustee was elected to serve out the remaining term of the late Nuia Kokiri.

The hapu Trustees elected for a term of three years are:

- Dean Flavell – Ngati Tuheke
- Dr Bryce Kihirini – Ngati Moko
- Melanie Biel – Ngati Marukukere
- Heketua Roberts – Ngati Kuri
- Rawiri Biel – Ngati Kuri (for a term of 12 months)

Iwi Social Development

Key results:

- Approved grants for maintenance and upkeep of 5 Tapuika marae
- 24 tertiary education grants approved with one recipient undertaking Masters
- Tapuika reo pilot for members with little or no reo both in th home and workplace
- Joint Venture Waikato University to monitor water quality in the Kaituna River
- Ongoing involvement in Kaituna Catchment resource consents and water allocation applications
- Ongoing representation on Te Maru o Kaituna, WBOPDC Te Arawa Takutai Moana Forum, BOPDHB Runanga, TCC Tangata Whenua Forum

Financial Performance

During the year, the priority for the Trustees has been to improve the financial position of the Iwi Authority by reducing expenditure and increasing revenue.

Based on the previous year's Audited Statement of Financial Performance (2016) a decision was made by the Trustees to reduce operational costs in the following key areas in order to prevent further erosion of the Iwi capital.

	Costs (2016)	Expected Costs Reductions
• Rental income costs	346,639	20%
• Employee costs	195,641	25%
• Administration	195,179	25%

However to maintain continuity of operations during the Reporting Period (2017), the Trustees agreed that the expected reduction in costs would be implemented over a 2 year period.

Key Results (30 June 2017):

- Rental costs reduced from \$346,639 to \$119,337. A reduction in costs of \$227,302 or 35%
- Revenue from rentals increased by 8%
- Investment in Kawerau Dairies confirmed
- Helen Nathan (East Brewster) appointed to lead Employee restructure with key results to show in the 2018 Audited Financial Statements

Key Issues:

- Infrastructure costs
- Administration costs increased due to:
 - Lengthy period in renegotiating commercial leases (formerly leased by the Crown at peppercorn rates) to reflect market rates
 - Difficulty in gaining easements to land locked blocks marked for development with identified joint partners
 - participation in Tribunal water claim
 - valuations to determine increase in rental/ lease
- Delays in release of revenue from forestry harvest has meant that approximately one million dollars is being held by MPI in an account for which the Iwi Authority has a 55% stake

Over the next 12 months the Trustees and I expect to see an active development program in place to maximise Iwi assets while maintaining strategies to continue reducing expenditure in order to achieve an improved financial position and capital base.

No reira tena koutou, tena koutou, tena koutou katoa

Carol Biel
 Chairperson
 Tapuika Iwi Authority

STRATEGIC DIRECTION

The Trustees have reviewed the 5 year Plan *Tapuika Kia Paneke Takutahi 2013-2018* and have identified the strategic direction for the next 5 Years subject to approval at today's Hui.

Te Whakakitenga:

Mo nga uri o Tapuika hei puawai

Te Ahunga

A healthy, vibrant & prosperous Iwi

Nga Whaingā Matua:

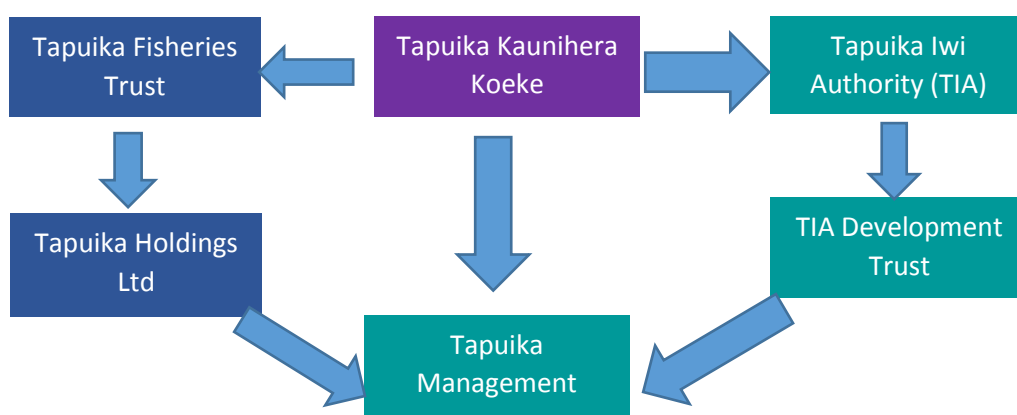
- The provision of a range affordable quality housing initiatives to meet the meet the current and future needs of Tapuika whanau, hapu and roopu
- Tapuika are kaitiaki of their reo, whakapapa, customary practices and values
- Establish a sustainable economic base
- Tapuika is actively involved in the care and protection of the natural environment and resources of Takapu o Tapuika
-

Nga Whaingā Iti:

- Establish the Tapuika Housing Network
- Increase the number of Tapuika te reo speakers and knowledge of Tapuika customary practice
- Support the maintenance and upkeep of Tapuika marae
- Ensure the protection of Tapuika historic sites and taonga
- Promote the acquisition of high level skills and expertise by Tapuika members
- Ebtter joint ventures with business and government agencies to develop priority assets and commercial initiatives
- Te Mana Whakahono a Rohe Agreements in pace with Regional and local authorities

TRUST PROFILE

Tapuika Organizational Structure



Tapuika Iwi Authority Trust

The purpose of which the Tapuika Iwi Authority (TIA) is to receive, manage and administer the Trust Funds on behalf of and for the benefit of the present and future members of Tapuika including without limitation:

- To affirm Tapuika tino rangatiratanga, manawhenua, mana moana.
- Preserve, relieve and protect ngā tikanga, me ngā taonga o Tapuika
- The promotion amongst Tapuika of the educational, spiritual, economic, social and cultural advancement and the health and wellbeing of Tapuika.
- The maintenance and establishment of places of cultural or spiritual significance to Tapuika.
- Any other purposes that is considered by the Trust from time to time to be beneficial to Tapuika.

Governance of the TIA is made up of eleven elected Tapuika members comprising of two representatives from each of the four hapu residing within te takapu o Tapuika, and three taurahere members representing *Tamaki Makaurau - Te Tai Tokerau, Te Puku o te Ika, Te Waipounamu*. The Chair and Deputy Chair are appointed by the Trustees. The Current Chairperson is Carol Biel and the Deputy Chair is Ateremu McNeill.

Tapuika Iwi Authority Kaunihera Koeke

The Kaunihere Koeke is a sub-committee of the Iwi Authority comprising of Ngā Koeke o Tapuika who provide advice on Tapuika tikangā, kawa, whakapapa and customary practice to the Authority. The Kaunihera Koeke meets with the Trustees of the Iwi Authority at least once a year.

Tapuika Iwi Authority Development Trust

The Development Trust is the social development arm of the Iwi Authority. It is a registered Charitable trust with a Board of 5 Trustees appointed by the Iwi Authority for a term of 3 years. The Chairman of the Trust is Raiha Biel and the Deputy Chair is Hone Pini. The Development Trust is involved in the areas of education, health, promoting Tapuika, resource management, housing and employment. The trust reports to the Iwi Authority on a quarterly basis.

Tapuika Management

The role of the management unit is to develop and communicate the overall purpose and structure of the Tapuika Iwi Authority and its subsidiaries to key stakeholders, build an effective staff culture, lead planned activities while providing operational support to the Tapuika Iwi Authority and the entities shown in the above diagram and monitor finances.

TRUST PERFORMANCE

Governance Activities

Over the past 12 months the Boards of the Tapuika Iwi Authority and Development Trust have:

- Implemented Annual Business Plan (Table 2)
- Continued to meet Quarterly and more frequently as required (Table 1)
- Held scheduled meetings with the Kaunihera Koeke
- Undertaken a review of the current Strategic Plan
- Developed relationships with Regional and local Councils

Annual Business Plan 2017

At the Annual General Meeting of the Tapuika Iwi Authority held 20 February 2017, the Annual Business Plan for 2017 was adopted. The results achieved are set out in Table 1.

Table 1: Performance against Annual Plan for 2016/2017

TAPUIKA WHAI PAKIAKA		
Our Vision	Results	Prior Year
Embed Tapuika Tikanga and Kawa - Support Hapu to develop their capacity and capability to practice their Tikanga and kawa	Marae Grants issued to all Tapuika Marae (5) for maintenance and improvements	4 Hapu Marae Grants issued
Te Mita o te Reo o Tapuika - Increase the number of Tapuika Reo Speakers	- Development of Te Reo Strategy by Tapuika Development Trust - TDT implementation of Te Reo Strategy through delivery of Maori Language classes for Tapuika members with minimal fluency in te reo, funded by the Maori Language Commission	Nil
Tapuika Connectivity - Active engagement and participation of Tapuika members in Tapuika Iwi - Authority events and activities	Use of Tapuika Iwi Authority (TIA) Facebook page (1967 Tapuika followers) and website to inform registered tribal members (3197) of development activities - Activities of 67 tribal members at the TIA Annual General Meeting (AGM) making this the highest attendance for TIA AGM in 3 years - Submissions by individual members to Council Hearing in support of Iwi Authority position on the Kaituna River Document.	Nil

TOI ORA		
Our Vision	Results	Prior Year
Develop Skills and competencies of Tapuika members to fulfil their potential	TDT Issued 25 Education Grants worth \$24,000	13 Grants issued
Establish scholarships and that assist members to achieve excellence in education	Newly established post graduate scholarship with 1 recipient for 2016/17	
Te Taiao		
Our Vision	Results	Prior Year
<p>Managing and Protecting our Environment</p> <ul style="list-style-type: none"> - Increase the ability of Tapuika to protect our interests in the environment, waahi tapu, taonga, tuku iho, wai Maori and other natural resources 	<ul style="list-style-type: none"> - Tia presented submission to tribal hearing on Tapuika's statutory rights to the Kaituna River. - TIA reps attended 6 Te Maru o Kaituna meetings and 3 workshops during the year - 20 Cultural Impact Assessments (CIA) undertaken under the mantle of TDT during the year as requirement for Resource Consent applications - TDT led Iwi monitoring of 6 cultural / waahi tapu sites within the tribal rohe of Tapuika as per Agreement with Bay of Plenty Regional Council (BOPRC) 	<p>Tapuika Environmental Management Plan developed and adopted by Local and Regional Council</p> <p>Presented submission to Commissioner Hearing objecting to the TCC plans to discharge storm water into the Kaituna River</p>
Tu Pakari		
Our Vision	Results	Prior Year
<p>To ensure Iwi Authority activities are consistent with Tapuika tikanga and kawa</p> <ul style="list-style-type: none"> - Establish Tapuika Kaunihera Koeke to provide advice to trustees on matters relating to tikanga and kawa 	TIA Kaunihera Koeke (TKK) met twice during the year to discuss Iwi matters	TIA Kaunihera Koeke (TKK) established
Whai Rawa		
Our Vision	Results	Prior Year
To maximise Iwi Capital, assets and resources	Rental valuations completed on all residential rentals subsequently rents were increased. Ongoing repairs and maintenance including insulation and fire alarms installed in all residential rental properties.	

Trustee Meeting Attendance 2016/2017

Over the year there was a total of 4 Board meetings, and 1 Special Meeting held some attending via teleconference. Individual Trustee attendance at meetings of the Board is shown in the table below.

Table 2: Trustee Meeting Attendance 2016/2017

	09/08/2016 Special Mtg	16/09/2016 Board Mtg	15/12/2016 Board Mtg	10/03/2017 Board Mtg	09/06/2017 Board Mtg	20/02/17 AGM	Total Meetings Attended
C Biel	✓	Late arrival	✓	✓	✓	✓	6/6
A McNeill	TCF	✓	✓	✓	Late arrival	✓	6/6
G Rice	TCF	✓	✓	✓	✓	✓	6/6
H McNeill	TCF	✓	✓	✓	✓	Apologies	5/6
D Flavell	✓	Apologies	Apologies	✓	✓	✓	4/6
T Williams	✓	Apologies	✓	✓	✓	✓	5/6
B Kahirini	✓	✓	✓	✓	✓	✓	6/6
L Biel	✓	✓	✓	✓	✓	✓	6/6
H Pini	✓	Apologies	✓	✓	✓	✓	5/6
H Roberts	✓	Apologies	✓	Apologies	Apologies	✓	3/6
N Kokiri	Apologies	Apologies	Vacant	Vacant	Vacant	Vacant	0/5

Trustee Fees

As per resolution of the Tapuika AGM held 20 Feb 2015, Trustees receive a meeting fee of \$850 per meeting, the Chairperson receives \$1530 per meeting and the Deputy Chairperson receives \$1060 per meeting. Board members are reimbursed for reasonable expenses including mileage at a rate of 0.77c per km.

Recommended Board Fees 2017 / 2018

In accordance with the Tapuika Iwi Authority Trust Deed an independent professional body is required to make recommendations on Board and Sub Committee Fees each year.

Given that the Trustees have resolved not to seek an increase in fees from the previous period advice was not sought from the NZ Institute of Directors. The Trustees seek a resolution from the AGM to retain the same Trustee fees as per the following

Chair	\$1530 (gross) per meeting
Deputy Chair	\$1060 (gross) per meeting
Trustees	\$850 (gross) per meeting

Accountability and Communications

The Board acknowledges its responsibility to maintain open communication with its members. To ensure accountability is maintained by the Board it endeavours to be as transparent and open as possible in its decision making. Transparency is maintained through open Board meetings and reporting back to the members at the Annual General meeting of the Iwi Authority.

The Board communicates with its members through facebook, panui, website and advertisements of hui. Feedback from our members inform us that the Iwi is not received consistently by members and that the website needs to be updated more frequently. The Board is committed to addressing these issues over the next 12 months.

Minutes of the Previous Annual General Meeting Held Saturday 17 December at Ngati Moko Marae Waitangi, Te Puke at 10:00am

MIHI: Anthony Wihapi

KARAKIA: Anthony Wihapi

In Attendance:

H.Roberts, B.Kihirini, G.Rice, A.McNeill, C.Biel, T.Williams, D.Flavell, A.Wihapi, T.Pau'u, H.Maxwell, R.Swinton-Maxwell, E.Conroy, M.Te Amo, G.Te Amo, Melanie.Hiini, K.Paul, N.Tai, K.Ronaki, M.Roberts, R.Wihapi, T.Ahomiro, M.Tamati, TP.Marsh, R.Hohaia, R.Biel, T.Rota, J.Dinsdale, M.Flavell, R.Wilson, C.Roberts, P.Roberts, Michael.Hiini, H.Biel, A.Biel, R.Lang, T Lang, T Biel, E Biel, RM Biel, N Dinsdale, J Te Amo, H Te Amo, A Potiki, S Potiki, O Ahomiro, TU Waka, E Waka, J Porima, H Biel-Hodges, V McNeill, P McNeill, W Biel, TR Mohi, A McMahan, L Mohi, T Rota, T Te Amo, S Hohaia, H Hiini, D Dinsdale, R Biel (Jnr), P De Monchy, M Biel, W Biel, H Lang, H Dinsdale, P Wilson, H Jack-Kino

Apologies:

H.McNeill, D.Rump, R.Jones, M.Potiki, D.Potiki, T.Roberts, J.Pini, P.Callaghan (lateness)

That the Apologies be accepted.

D.Flavell/T.Williams.

CARRIED

1. Agenda

The meeting drew the Chair's attention to the AGM Agenda for today's meeting which is incorrectly shown for the previous year's AGM (2015).

Amendment to Agenda: Notice is hereby given that: The Tapuika Annual General Meeting for the year ended: 30 June 2016 is to be held at Ngati Moko Marae on Saturday 17 December 2016 at 10:30am

N Tai / R Biel

CARRIED

2. Chairperson's Report

The Chair (C Biel) read her Report to the meeting.

That the Chair's Report be adopted

N.Tai/R.Hohaia.

CARRIED

3. Annual Audited Financial Report 2016

The Deputy Chair (A.McNeill) presented the Annual Audited Financial Report for the Year Ended 30 June 2016.

The Statement of financial Performance shows the Tapuika Iwi Authority ended the year with \$430k loss. There was much discussion from the floor. M.Wihapi had concerns that the costs related to generating rental income, far outweighed the actual generated rental income. Other people from the floor voiced the same concerns in relation to the high administrative expenses, employee costs and management fees.

The Trustees responded to the concerns expressed informing the meeting the high rental costs was due to the poor condition of the rental homes at settlement and the new requirements of the Residential Tenancy Act. These were one off costs. The meeting was also informed that Tapuika Forestry assets have not been included in the Audit Report with approx \$440,000 in revenue due to Tapuika from harvesting rights. K.Paul offered his services to help cut costs of Administration.

Amendment: To read Audited Consolidated Financial Statements for the Year Ending 30 June 2016 not 2015

That subject to the above amendment the Audited Consolidated Financial Statements for the Year ending 30 June 2016 be adopted.

A Wihapi/ M Biel

CARRIED

4. Annual Business Plan 01 July 2016 – 30 June 2017

The Chair presented the Annual Business Plan and key priorities for the next 12 months.

Correction: to read Annual Business Plan 2017

That subject to the above amendment, the Annual Business Plan for 2017 be adopted.

G.Rice/M.Biel.

CARRIED

5. Annual Report for the Year Ended 30 June 2016

The Annual Report for the Year Ended 30 June 2016 was circulated at the meeting

The meeting requested that Tapuika Fisheries Trust and Tapuika Holdings Ltd be added to the TIA Trust Profile and Organization Structure sections of the Annual Report.

That the Tapuika Holdings Limited and the Tapuika Fisheries Trust be added to the TIA Trust Profile and Organisational Structure in the Annual Report for the Year Ended 30 June 2016.

A. Wihapi/R. Biel CARRIED

That the Strategic Direction as stated in the Annual Report for the Year Ended 30 June 2016 be affirmed.

A. Wihapi/G. Rice. CARRIED

Amendments:

Item 6: Amend to read Minutes of the last AGM held at Makahae Marae on 20 February 2015

Page 7: Spelling error amend Wetiri Williams to Witeri Williams

Page 8: Staffing 2015 amend to Staffing 2016

Page 11: Trustee Fees approved at the Annual General Meeting held 20th February 2015 amend to read Trustee Fees to be approved at the Annual General Meeting to be held on Saturday 17 December 2016

That subject to the amendments listed the Annual Report for the Year Ended 30 June 2016 be adopted

N Tai / R Biel CARRIED

6. Resolutions

Appointment of Financial Auditor:

That the AGM approves the appointment of KPMG as the Financial Auditor to the Tapuika Iwi Authority and its subsidiaries.

A. Wihapi/ M. Biel. CARRIED

Trustee Meeting Fees

That the AGM approves the Trustee Meeting Fees for 2017 remain unchanged from the previous year (Chair \$1,530 per meeting, Deputy Chair \$1060 per meeting, Trustees \$850 per meeting). All fees are gross.

A. Wihapi/H. Maxwell. CARRIED

7. Minutes of the Previous TIA Annual General Meeting held at Makahae Marae on 20th February 2015

Circulated to the meeting

- Add A. Potiki and T Rota to the attendance register at the 2015 TIA AGM
- Add Annual Plan 2015 Nga Tapuwae Whakamua to the Minutes of the Previous TIA AGM held 20th February 2015

That subject to the above amendments that the Minutes from the Previous TIA AGM held 20th February 2015 at Makahae be adopted

T. Rota/N. Dinsdale CARRIED

8. Tapuika Fisheries Trust Report

The Chair advised the meeting that the Tapuika Fisheries Trust is not fully operational as awaiting transfer of fisheries assets from Te Kotahitanga o Te Arawa Waka Trust

That the Tapuika Iwi Fisheries Trust Report be deferred to next year once it has operated a full financial year.

T. Ahomiro/A. Potiki CARRIED

General Business

1. Fish for Tangihanga

Concerns expressed that since Tapuika have withdrawn from Te Kotahitanga o Te Arawa Waka Fisheries (TKoTAWF), whanau may not be able to access fish for tangihanga

The TIA Deputy Chair, A.McNeill responded has an assurance from the CEO TKoTAWF that Tapuika whanau will continue to receive Fish for Tangihanga until the transfer is completed.

To contact TKoTA and create a letter that whanau can pick up from the Iwi office to ensure and validate they are able to access fish for Tangihanga.

2. Revenue Generation Ideas

A suggestion from the floor was that whanau be given a chance to submit ideas for generating revenue and investment.

The TIA Deputy Chair A.McNeill responded stating TIA have a commercial arm (Tapuika Holdings Limited) whose sole purpose is to invest and generate revenue. He suggested if any whanau have any investment ideas, recommendations or business proposals to submit to their Hapu representatives on the TIA board.

3. Use of 'Charitable status', for hapu funding purposes

A question was asked of the Trustees whether the Hapu/Marae can utilize the TIA's 'Charitable Status' for funding purposes?

A.McNeill spoke responded stating will raise with the TIA Development Trust for consideration

4. Organization Restructure

In the light of the Audited Financial Statement of Performance, the TIA Trustees identified a review of the current organization structure and operations as a high priority over the next 12 months. In terms of operations will need to contract an independent specialist with expertise in Employment legislation and Human Resource Management to work in collaboration with the TIA General Manager.

Meeting concluded with a Karakia by Rev M Wihapi at 01:47pm

Audited Financial Statements for the Year Ended 30 June 2017