

KĀTI HUIRAPA RUNAKA KI PUKETERAKI

22 June 2020

FACEBOOK: WWW.FACEBOOK.COM/KATIHUIRAPA/

WEBSITE: WWW.PUKETERAKI.NZ

Top stories in this Panui



Message from Chairman

COVID update



Emeritus Professor John Broughton



Representations being sought



Support Runaka businesses

Message from Matapura Ellison



Kia ora koutou,

In this Panui I have included a notification from the University of Otago advising that Professor John Broughton has been awarded the status of Emeritus Professor for his distinguished and long service to the University.

John is a registered member and a valued contributor to the marae. I am very proud and impressed with what John has achieved over the years and wish him the very best.

I also remind you of He Korowai Manaaki Covid-19 Whānau Support and encourage you to not hesitate to make an application if you are experiencing difficulty.

This week's E- Panui continues to provide whānau with details on the various vacancies. We had a good response to the last set of vacancies but have extended the deadline for the Komiti Kāwanataka: Otago Polytechnic Ltd Board.

Please pencil in the Runaka General Meeting of Kāti Huirapa Runaka Ki Puketeraki . This will be held on the 2nd August 2020 at Puketeraki Marae, starting at 11.00am. Bring kai to share for lunch.

Note: At 1.30pm a special meeting will be held to elect an additional Director for Puketeraki Ltd.

Mauriora, na Matapura Ellison Runaka Chairperson

UNIVERSITY OF OTAGO ANNOUNCEMENT: EMERITUS PROFESSOR JOHN BROUGHTON



Dear colleagues,

It gives me enormous pleasure to report that Professor John Broughton has been awarded the status of Emeritus Professor at the University of Otago for his distinguished and long service to the University of Otago. Conferment of the title Emeritus Professor is restricted to those who are deemed to have made a distinguished contribution to teaching and research in their chosen academic field, and in service to the University in general. John has certainly delivered at an outstanding level on all of these measures.

In awarding this honour, the Chancellor, Dr Royden Somerville QC highlights John's contribution to the University in teaching Hauora Māori across several Health Sciences together with his considerable community and University service. John's role as the University's Māori Orator is also acknowledged. His formal call of welcome at graduation ceremonies was noted as heartfelt and impressive and enhances the graduation experience for graduands and their families.



Please join with me in congratulating John on this exceptional achievement.

Kind regards,

Mike

Professor Mike Morgan

Dean

Faculty of Dentistry

University of Otago | Te Whare Wānanga o Ōtāgo

Tel/Waea +64 3 479 7014 | Mobile/Waea pūkoro +64 21 279 7039

PO Box 56, Dunedin 9054, Dunedin | Ōtepoti

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REMINDER: RUNAKA GENERAL MEETING- 2 AUGUST 2020

The Runaka General Meeting of Kāti Huirapa Runaka Ki Puketeraki will be held on the 2nd August 2020 at Puketeraki Marae, starting at 11.00am. Bring kai to share for lunch.

At 1.30pm a special meeting will be held to elect an additional Director for Puketeraki Ltd.

REPRESENTATION SOUGHT:

1. KOMITI KĀWANATAKA: OTAGO POLYTECHNIC LTD BOARD



This position was held by Hinerangi Ferrall-Heath who has done a fantastic job but feels it is time for some one new to take up this role.

The Otago Polytechnic Ltd Board have thanked her and the Rūnaka for the ongoing support and enduring commitment to our Memorandum of Understanding (MoU), and to Otago Polytechnic.

Following the Polytechnic's Board meeting in April, they confirmed that Komiti Kāwanataka would remain as a sub-committee of the Board and have requesting that we begin our process to nominate a representative for Komiti Kāwanataka. A letter outlining the process and timing is attached, as appendix One along with the revised Terms of Reference (ToR) as appendix Two.

Please check out the ToR to ensure you have the requisite skills, capabilities and experience required of this important sub-committee.

This has been extended to 4.00pm 30 June 2020. Please submit your application for nomination by providing a covering letter and CV that outlines your experience and background to undertake this role.

2. CALLING FOR NOMINATIONS FOR AN ADDITIONAL DIRECTOR, PUKETERAKI LTD

The Board of Puketeraki Ltd is seeking an additional Director from Rūnaka members. The selection process is set out in Rule 14, Directors Election Meetings, of the Kāti Huirapa Rūnaka ki Puketeraki Incorporated Society.

Graham Strong (Independent Director) has recently resigned and the Board is seeking a suitably qualified replacement.

Meetings are usually held quarterly at a Dunedin location and via Zoom for those living outside of Dunedin. Portfolio reports are provided to each meeting. This is a voluntary position.

The preferred skills and attributes for this position are:

1. Must be a member of Kati Huirapa Rūnaka ki Puketeraki
2. Experience in and/ or an understanding of the nature of passive investment for non- profit organisations.
3. Expertise in Direct investment
4. Previous Board / Director or Business management Experience.
5. Financial and IT literacy

Current Board Members are Jeffrey Broughton, Sam Inglis, Richie Smith, Kat
Company Secretary: Gerard Devereux

If you are interested could you, please submit your application for nomination by providing a covering letter and CV that outlines your experience and background to undertake this role by **4.00pm Friday 24 July 2020.**

In Ōtepoti Dunedin we usually celebrate the Māori New Year through a diverse citywide programme of community events – the Dunedin Puaka Matariki Festival. In a normal year, communities will gather to celebrate the season at shared feasts, fun and educational programmes, and through a wide range of Mātauraka Māori and Toi Māori events.

But this is not a normal year...

Keeping our hāpori, especially our kaumātua and very young, safe from COVID-19 is our number one priority. For this reason, the PMF Steering Roopū have decided the rāhui will extend to the Festival.

This year, the Dunedin Puaka Matariki Festival will not be delivered kanohi ki te kanohi. Instead, knowledge will be shared and our community will come together virtually, through our website and other online and broadcast media.

This year, the Dunedin Puaka Matariki Festival will be celebrated online from Monday 13 July to Monday 20 July.

(This differs from recently published dates and follows tohunga kōkōrangī Rangi Matamua's maramataka of the tika lunar phase to celebrate the rising of the Matariki star cluster.)

How can you participate? Through our website, we would like to share a brief Seasonal Greeting to everyone in our takiwā from your whānau, rōpū, kapa, komiti, kura... I will send through through tech specs and a deadline for email submissions soon. Meanwhile, get your kāhui together and figure out what you want to say and where you're going to film it.

Please share the news about the Festival's change of dates and format with everyone you think would like to know.

Me toro ki ētahi atu, ā, noho ora mai rā ki a tātou.

Nāku iti noa, nā

Vicki

Vicki Lenihan

KAIWHAKAHAERE TAUWHĀINGA – AHUREA | COMMUNITY EVENTS ADVISOR – CULTURAL
COMMUNITY DEVELOPMENT AND EVENTS

CONTEMPORARY MAHIKA KAI EXPERIENCES ARE BACK DELIVERING AT LEVEL ONE: CAN DELIVER ON WEEKDAYS OR AT THE WEEKEND



Mahika kai is a practice that is central to Ngāi Tahu

for centuries our people have hunted and gathered the resources needed to sustain themselves and their whānau. The practice of mahika kai is based on a knowledge of, and connection to, the whenua, and the plants and animals that are supported by it. Sadly, our connection to the whenua has been lost as a result of colonisation, loss of land, and more latterly from the modern lifestyles that we lead, and we can become removed from the natural world. Many of the traditional species utilised by our ancestors are also no longer available to us, due to their extinction, or legislation.



This project is designed to rekindle the practice of mahika kai in a contemporary context: utilising access to tribally owned and/or culturally significant land, and targeting modern pest species, to reconnect whānau to the hunting and gathering lifestyle of our ancestors.

The objective is to build the mana of participants by strengthening self-confidence and self-esteem. This may be achieved by supporting whānau to reconnect with the natural world and demonstrating the skills to safely operate outdoors, to track, hunt, retrieve and process pest species, such as pigs, deer and goats, to the deep freeze.

In a wider context, the aim is to strengthen participants confidence in their identity as Ngāi Tahu people, to equip them with a new outlook and determination, and to provide lifeskills to face the daily challenges of the modern world we live in. Mahika kai becomes an exciting new platform to support mana enhancement and personal growth.

Contemporary mahika kai experiences are delivered to two-person whanau groups, over two days: ideally a rakatahi 12-24yrs supported by a whanau member with the objective of strengthening whānau bonds and fostering the intergenerational transfer of skills - mō tātou, ā, mō kā uri ā muri ake nei – for us and our children after us.

CONTEMPORARY MAHIKA KAI EXPERIENCES ARE FREE OF CHARGE TO NGĀI TAHU WHANUI, WITH SUPPORT FROM THE NGAI TAHU FUND.



To book your place please contact

Joe Taurima,

Mana Wild Game Solutions Ltd

joe@manawildgame.co.nz

027 336 3666

You will receive email confirmation of your booking and other necessary information for the experience.

EMPLOYMENT OPPORTUNITIES



Administrator Supportive Care Services- Dunedin

The Cancer Society is one of New Zealand's leading charities with a mission to improve community wellbeing by reducing the incidence and impact of cancer. It works with communities to provide leadership and advocacy in cancer control, with core services in supportive care, health promotion, information, advocacy and research.

OTAGO AND SOUTHLAND DIVISION INC.

We are looking for a friendly, highly organised person to offer administration support to our Supportive Care team. This would be primarily in managing bookings, reimbursements, and data entry for two big services - Daffodil House, our accommodation for people who come to Dunedin for cancer treatment, and our driving service that supports people living in Dunedin to reach treatment - but may involve other projects from time to time. You would also manage day-to-day operations in Daffodil House, including coordinating cleaning and maintenance. You would keep the place humming, helping create a safe and welcoming environment for everyone that walks through the door.

However, to have the X-factor for this role, you would also bring empathy and compassion, with an understanding of the impact cancer has on individuals and their loved ones. In this role, you would be the first point of contact with patients, volunteers, the hospital and other supporters. You will have strong people skills and would make everyone who walks through the door feel at ease.

Although you are located in the Administration and Finance team, you will work closely with other members of staff - including members of the Supportive Care team and Volunteering team - to make sure our services best meet the needs of our community. We are looking for someone who is a real team player, and who will get satisfaction from knowing that your work is contributing to the successful work of the Cancer Society.

This is a part-time role, which will be between 20-25 hours per week.

In this role, you will:

- provide efficient, friendly, customer focused service for staff, volunteers and patients that supports the Vision and Mission of the Cancer Society
- communicate and contribute to the whole Division as an effective member of the Administration and Finance team

Essential skills and experience required:

- A commitment to the Cancer Society's mission
- A warm, friendly demeanor, with particular skill at making people feel at ease
- Highly organised with excellent attention to detail, coordinating tasks, setting priorities, meeting deadlines and following up with a minimum of direction and working within established policy and guidelines
- Computer skills, especially MS Word, PowerPoint, Outlook and Excel
- Communicating effectively with a wide range of internal and external contacts, both oral and written skills
- Able to work independently and consult appropriately with a commitment to achieving deadlines
- Using initiative and independent judgement, working within established policy and guidelines.
- Analyzing and resolving administrative and problems

For a part time position description visit our [website](#). If you can say yes to the above, please **apply now** with an up-to-date CV and cover letter that outlines why you are or send these to bob.king@cansoc.org.nz.

HEALTH CARE ASSISTANT AND GP JOBS - TE KĀIKA

Te Kāika currently have a few openings at Te Kāika Medical.



1. Health Care Assistant
<https://www.seek.co.nz/job/50080658?type=standout#searchRequestToken=f8cceb2-326e-4205-b596-cf064aee6228>
2. General Practitioner's
<https://www.seek.co.nz/job/50080389?type=standout#searchRequestToken=beb7d06b-20fa-441d-9029-5486fc604dea>

POTENTIAL OPPORTUNITIES FOR WHANAU IN THE PRIMARY INDUSTRY SECTOR

Tēnā koe

Ministry for Primary Industries
Manatū Ahu Matua



My name is Haines Ellison and I have recently started as a Senior Regional Advisor for Maori Agribusiness with Ministry for Primary Industries. Currently, I cover all of Te Waipounamu but there is a proposal to have someone from Maori Agribusiness also based in

Nelson at which time we will share the mahi in Te Waipounamu between us.

I am reaching out to explain a little about Maori Agribusiness as whanau involved with the primary industry sector may be keen to partner with us.

Māori Agribusiness

Māori Agribusiness work with Māori to achieve their primary sector aspirations.

We do this by working with Māori land owners to help them develop ideas for their whenua, navigate agency processes, support owners with writing applications, ensuring owners get the right consultants and advice needed, as well as doing our best to connect owners to relevant pools of funding.

Māori Agribusiness manage two funds. One is the Māori Agribusiness Pathway to Increased Productivity Fund (MAPIP) and the other is our Māori Agribusiness Extension programme (MABx).

The MAPIP fund is intended for feasibility studies and land-use assessments to inform landowner decision making. The fund excludes capital expenditure.

MABx is a cluster programme assisting groups of Maori land owners who may have land near each other and/or who have similar goals or aspirations for their whenua.

Here is the link to the Maori Agribusiness webpage to find out more <https://www.mpi.govt.nz/funding-and-programmes/maori-in-the-primary-industries/maori-agribusiness/>.

In addition to the above, we share useful information with those working in the primary industry sector and can try and connect them with various support networks available.

If you would like to find out more about Māori Agribusiness or are keen to partner with us, please get in touch.

Please share amongst your networks and arohamai in advance for any cross over.

Ngā mihi mahana

Haines Ellison | Senior Regional Advisor
Māori Agribusiness Directorate | Agriculture & Investment Services - Tapuwae Ahuwhenua | Dunedin
Ministry for Primary Industries - Manatū Ahu Matua | 73 Otaki Street | Dunedin
New Zealand
Mobile: 022 014 0204 | DDI: 64 3 740 0671 | Web: www.mpi.govt.nz



Pūtea Manaaki COVID-19 Emergency Relief Fund

Fund purpose

The purpose of the Pūtea Manaaki COVID-19 Emergency Relief Fund is to:

- Provide financial support to registered Ngāi Tahu whānau directly affected by the COVID-19 pandemic for the purposes of retraining or to increase employment options.
- Enable and support tribal members' rangatiratanga (self-determination).

Fund grant application criteria

- Applicants must be registered with Te Rūnanga o Ngāi Tahu and need to have been directly negatively affected by the COVID-19 pandemic.
- Only one application per registered Ngāi Tahu member.
- Only complete applications received using the official application form will be processed.
- Failure to provide all the information requested may make applications invalid.

How to apply for a fund grant

Applications open on 15 June 2020 at 9.30am. The application form will be available on this page from then.

Applications must be made by completing the official application form.

Applicants MUST provide an explanation about why their application for a Pūtea Manaaki COVID-19 Emergency Relief Fund grant should be considered AND supporting evidence.

Applications must be received by **12 July 2020 at 11.59pm**.

Supporting documentation

<https://ngaitahu.iwi.nz/whanau/opportunities/covid-19/>

GIVE AWAY

Do you need a Filing Tray???? If so, we have this one to give away—

First in gets it.

Contact the office for further details or say you want it.



SUPPORT YOUR RUNAKA BY PROMOTING OUR PRODUCTS

One of the businesses we operate is the extraction of Taramea oils, marketed as MEA. In the current economic climate sales have all but stopped. If you are thinking of a gift, have you considered MEA



Traditionally Taramea leaves were gathered, plaited and the base of each plait was singed over embers until the heat forced the gum to the top, where it was collected. The gum was then mixed with animal fat, such as refined pigeon or muttonbird oil.

Fragrant sachets took their names from the materials composing them. For example, hei raukawa, hei piripiri, hei tawhiri, hei mapuna, hei mokimoki, kati taramea, pona tarata, etc.

Perfumed oil produced in this way was highly valued and was used for barter for food and greenstone, and as koha between rangatira.

After more than three years of research, Kati Huirapa Runanga and TRONT have developed three fragrances from Taramea that we are taking into the retail market to test response from customers. This is a pilot project and depending on it's success we aim to develop a sustainable business to reinvigorate and share the Ngāi Tahu cultural practice of perfume-making with the world while retaining cultural authenticity for Ngāi Tahu.

The four fragrances - Taramea & Wood, Taramea & Water and Taramea & Herb and Dark Skies are available for purchase at the price of \$39.00 per bottle (or \$156 for the set), from the Runaka Office in Karitane. **Please call the office at 03 465 7300 for more information, or call into the office to try them.**

MEA FACEBOOK PAGE LINK [HTTPS://WWW.FACEBOOK.COM/MEAFRAGRANCE](https://www.facebook.com/MEAFRAGRANCE)

UPDATES FROM LISA TE RAKI

E te whānau nō te tai o Araiteuru - He mihi i te wā o Matariki!

SOUTHERN HEALTH UPDATE 24 JUNE 2020

Changes to Entry to SDHB Hospitals

We must continue to be vigilant amidst a global pandemic situation.

Please do not enter the hospital if you have any of the following symptoms:

- Cough
- Sore throat
- Runny nose
- Sneezing
- Aches
- Fever
- Diarrhoea
- Vomiting

Patient Hospital Appointments – if you are unwell please do not attend your appointment. Phone the hospital department to inform them and seek medical advice from your GP, Healthline – 0800 611 116 or for COVID health advice – 0800 358 5453.

QR codes are available to scan in hospitals using the COVID-19 Tracer App to assist visitors to trace their movements.

Visiting Hours

(Effective from Thursday 11 June).

Exceptions to the visiting hours for patients who are seriously ill or who have other extenuating circumstances will be supported. Please discuss with the clinical nurse / midwife manager, midwife or nurse co-ordinator to arrange visiting at other times.

Visiting hours:

Dunedin Hospital

Wards and Queen Mary - 2.00-8.00pm daily

The Neonatal Intensive Care Unit, Adult Intensive Care Unit and High Dependency Units – by appointment.

Adult Intensive Care Unit designated quiet time between 12noon-2.00pm

Southland Hospital

2.00-8.00pm daily

Critical Care Unit - immediate family only to visit at any time except between 2:00pm – 4:00pm.

Inpatient Mental Health Unit 7:00am – 8:00pm

Children's Ward - parents / caregivers can visit at all times. Visiting hours for friends and other relatives are 2:00pm – 8:00pm daily.

Surgical Ward - open visiting hours

Wakari Hospital

Wards 9A and 10A are by appointment only. All other mental health, intellectual disability (ISIS) visiting times are: 3:00 – 8:00pm or other times by arrangement. Long-term rehabilitation ward: 2:00 – 8:00pm with special arrangements for families, telephone: (03) 476 2191.
Returned Services Association visitors please telephone: (03) 466 4888

Lakes District Hospital

11:00am – 12noon. 2:00pm – 8:00pm

Dunedin and Invercargill CBAC Centres

With the move to Alert Level 1, and a decline in the demand for COVID-19 testing combined with the capacity of GP Practices, both centres closed on 11 June

COVID-19 Testing

Testing is available free of charge at most GP Practices (some of which are designated practices – these practices test unenrolled patients or patients who do not wish to, or are unable to access their regular GP).

Weekend testing available by appointment at Wellsouth office in Invercargill and at Dunedin Urgent Doctors.

Wellsouth Call Centre - 0800 VIRUS (0800 847 8719). Open Mon-Fri 8.30am-4.30pm and weekends 9.00am-noon. Continues to operate and provides assessment and referrals for testing as required.

COVID-19 Tracer App

NZ COVID Tracer assists you protect yourself, whānau, friends, and your community by enabling faster contact tracing.

Youtube Clip - Overview of the App: https://www.youtube.com/watch?time_continue=177&v=55-dqtlQmbE&feature=emb_title

GP Practices

All GP Practices are open and available to support you and your whānau with any health/wellbeing concerns. Contact your GP/health service directly without delay to make an appointment.

The National Bowel Screening Programme

The National Bowel Screening Programme is a **free** programme offered every two years to people aged 60 to 74 to help detect bowel cancer. Early stage bowel cancer is often treated very successfully. All bowel screening tests completed before the COVID-19 lock down period have been processed and you will have been informed of the result. If not, please follow up with your GP immediately.

If you turned 75 while the National Bowel Screening Programme was on hold during COVID-19, you will be offered an opportunity to participate in screening, even though you are now over the usual cut off age of 74.

If you received a bowel screening test kit and were advised to put it aside until further notice, it is now safe to complete it and send it back so please complete the process and return without delay. **The kits have a 6 month expiry date so please check the expiry date and action.** If you are within the eligible age bracket and have not received a screening kit in the last two years, please contact your GP / Health Service to follow up and request a bowel screening test kit.

The COVID-19 NZ Government Website

The Golden Rules for everyone at Alert Level 1

Link - Unite for the recovery: <https://uniteforrecovery.govt.nz/>

While the risk of exposure to COVID-19 is now low, there are some Golden Rules we should all follow to help prevent future spread.

1. If you're sick, stay home. Don't go to work or school. Don't socialise.
2. If you have cold or flu symptoms call your doctor or Healthline and make sure you get tested.
3. Wash your hands. Wash your hands. Wash your hands.
4. Sneeze and cough into your elbow, and regularly disinfect shared surfaces.
5. If you are told by health authorities to self-isolate you must do so immediately.
6. If you're concerned about your wellbeing, or have underlying health conditions, work with your GP to understand how best to stay healthy.
7. Keep track of where you've been, when and who you've seen to help contact tracing if needed. Use the NZ COVID Tracer app as a handy way of doing this.
8. Businesses should help people keep track of their movements by displaying the Ministry of Health QR Code for contact tracing.
9. Stay vigilant. There is still a global pandemic going on. People and businesses should be prepared to act fast to step up alert levels if we have to.
10. People will have had different experiences over the last couple of months. Whatever you're feeling — it's okay. Be kind to others. Be kind to yourself.

There are no physical distancing requirements at Alert Level 1. You can still play it safe by continuing to keep a distance from people you don't know. Use your judgement. The more space there is between you and others, the harder it is for COVID-19 to spread.

Useful information and resources related to:

- Wellbeing
- Jobs and Training
- Community
- Business

Financial Support

- [Help with money](#)

- Wage Subsidy and Leave schemes
- COVID-19 financial support tool
- Redundancy support
- Tool to connect employers and people looking for employment
- Protection for renters and tenants
- Mortgage repayment deferral scheme
- NZ citizens and residents living in Australia

Mental Health Foundation

Te Whare Tapa Whā: <https://www.mentalhealth.org.nz/get-help/getting-through-together/parents-and-whanau/te-whare-tapa-wha/>

Information and support to manage anxiety. Link: <https://www.mentalhealth.org.nz/get-help/a-z/resource/5/anxiety>

Wellbeing Tips – Link: <https://www.mentalhealth.org.nz/get-help/getting-through-together/wellbeing-tips/>

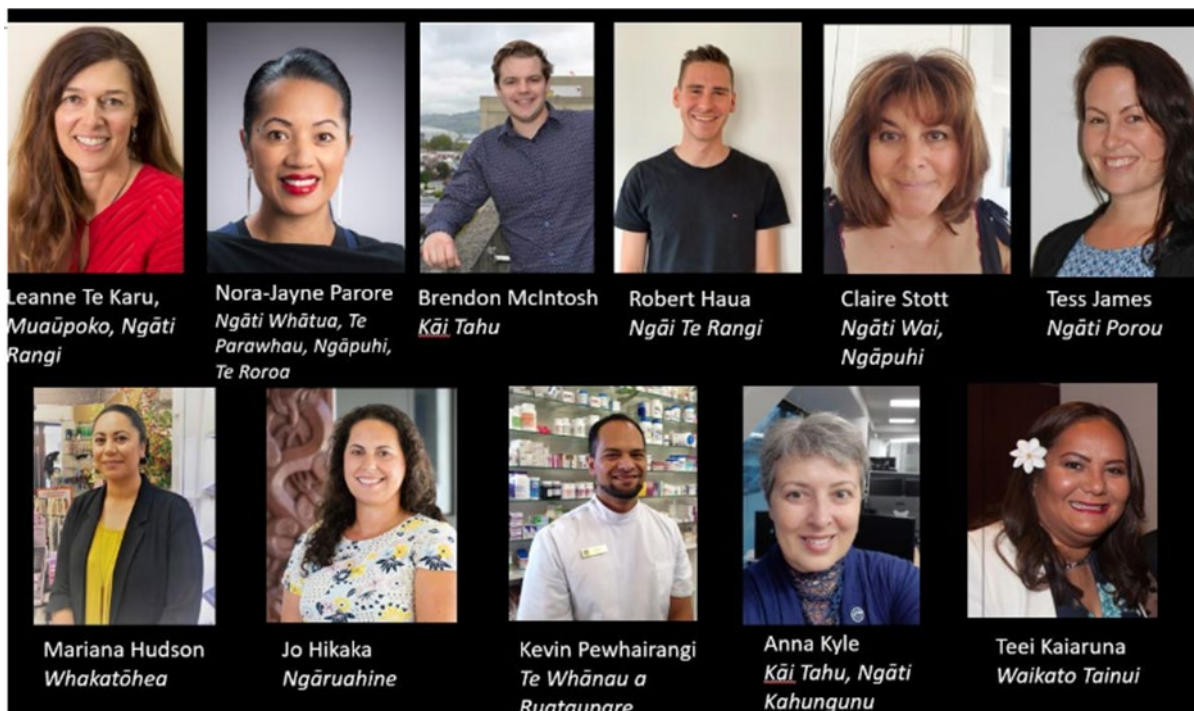
Ngā Kaitiaki o Te Puna Rongoā o Aotearoa – the Māori Pharmacists Association

Free call 0800 664 68

Questions about your meds . . . ? Call the free phone line to help answer any queries about medicines. “People can ring from anywhere across Aotearoa and their call will be returned within 24 hours by a Māori pharmacist. When callers ring the dedicated phone line, they are asked to leave their contact details, and one of a team of 10 Māori pharmacists will respond and go through their questions.

This is not an urgent service. Whānau are encouraged to continue to call 111 in an emergency, or their normal doctor or Healthline if they are wanting prompt medical advice.”

An introduction to some of the members who will respond to your calls:



“Our pharmacists have a wide range of experiences and are located across the motu. We will be working on a roster system but if you have a preference for a particular pharmacist to give you a call, just let us know when you call.”

Link to the Māori pharmacists’ website for further information: <http://maoripharmacists.org.nz/dial-a-maori-pharmacist-free-phone-number-for-medicines-advice-activated/>

Te Rōpū Whakakaupapa Urutā

COVID-19 Health Policy Review

A collection of brief case studies from the Rōpū

<https://www.uruta.maori.nz/covid-19-health-policy-review>

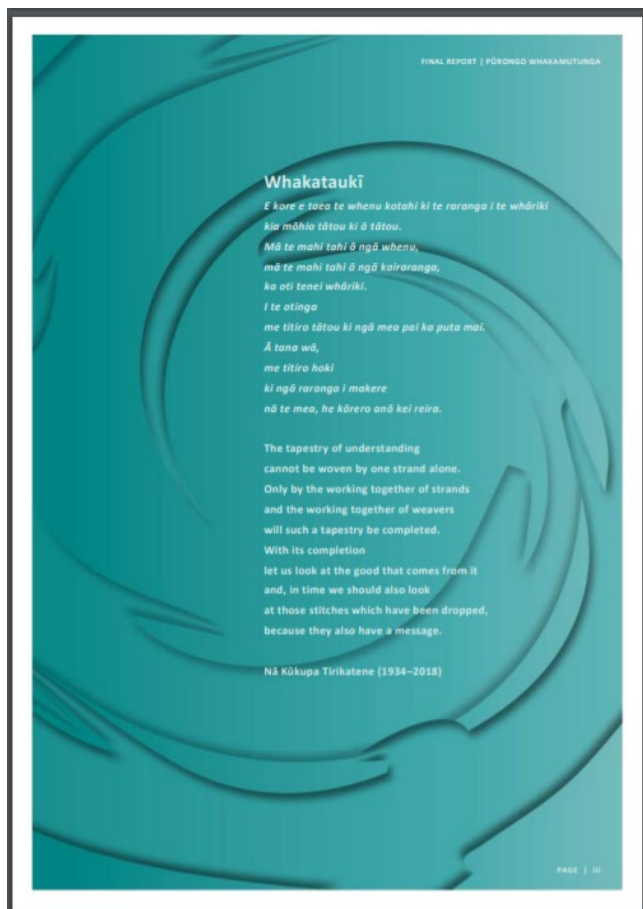
New Zealand Health and Disability System Review

The final recommendations were delivered to the Government in March, 2020.

Background for the New Zealand Health and Disability System Review 2018:

<https://systemreview.health.govt.nz/assets/Uploads/hdsr/aa96cb7177/background-for-the-nz-health-and-disability-system-review-V8-0.pdf>

Final Report released 16 June, 2020. Link here: <https://systemreview.health.govt.nz/final-report/download-the-final-report/>



APPENDIX 1

21 May 2020

Te Rūnanga o Ōtākou

Kāti Huirapa Rūnaka ki Puketeraki Moeraki Rūnaka

Hokonui Rūnanga

Tēnā koutou,

E kā mana, e kā reo, e kā rau rakatira mā, nei rā te mihi kau atu ki a koutou katoa.



Following recent correspondence regarding the retention of Komiti Kāwanataka as a sub-committee of the new Otago Polytechnic Ltd Board, we are writing to request that Papatipu Rūnaka undertake a process to nominate their representative for this important sub-committee. The Terms of Reference (ToR) for Komiti Kāwanataka are enclosed with this letter; as previously intimated, they have been revised to ensure Komiti Kāwanataka remains fit for purpose in the new system as a high performing subsidiary of the New Zealand Institute of Skills and Technology (NZIST).

There are up to twelve members on Komiti Kāwanataka, including the Chair of the Board (ex officio), the rūnaka members on the Board, one appointee from each of the four rūnaka, the DCE: Māori Development/Kaitohutohu, one Executive Leadership Team representative and one Māori staff representative, with the option to also co-opt one other member. A number of Māori staff and interested rūnaka members also attend meetings of Komiti Kāwanataka on a regular basis.

These positions are instrumental in ensuring Otago Polytechnic Ltd continues to meet our commitments as outlined in the Memorandum of Understanding with Papatipu Rūnaka. As per the ToR, we encourage you to take cognisance of the membership requirements to ensure we have the requisite skills, capabilities, experience and expertise

Komiti Kāwanataka meets on the first Thursday of the month, 12.30 – 2.00pm and has a mandate to:

- Provide a strong functional relationship between the Te Rūnanga o Moeraki, Kāti Huirapa Rūnaka ki Puketeraki, Te Rūnanga o Ōtākou, Hokonui Rūnanga Inc (kā Papatipu Rūnaka), the Board and management to ensure an effective Treaty relationship;
- Assist the Board and the Chief Executive to maintain the relationship, ensure effective communication and monitor the implementation of the Memorandum of Understanding between the Te Rūnanga o Moeraki, Kāti Huirapa Rūnaka ki Puketeraki, Te Rūnanga o Ōtākou, Hokonui Rūnanga Inc (kā Papatipu Rūnaka) and Otago Polytechnic Ltd, including the development and monitoring of the Māori Strategic Framework;
- Ensure that Kāi Tahutaka, as practiced by the Rūnaka, is the basis for all Māori activities, cultural and educational, within the Polytechnic;
- Implement, monitor and recommend any revision of the Memorandum of Understand between Te Rūnanga o Moeraki, Kāti Huirapa Rūnaka ki Puketeraki, Te Rūnanga o Ōtākou, Hokonui Rūnanga Inc (kā Papatipu Rūnaka) and Otago Polytechnic Ltd; and
- Advise the Board and the Chief Executive.

Otago Polytechnic Ltd Board would appreciate if your rūnaka could launch a process to nominate a representative for Komiti Kāwanataka, if possible, by Wednesday Tuesday, 30 June 2020. Again, we wish to assure you that this Board is totally committed to the Memorandum of Understanding with Rāpatipu Rūnaka and the overall success of Otago Polytechnic Limited.

Nā māua noa, nā

Tony Allison

Chair

Megan Potiki

Deputy Chair

TERMS OF REFERENCE FOR KOMITI KĀWANATAKA

REPORTING TO: Otago Polytechnic Ltd Board

CHAIRPERSON: On recommendation of the sub-committee and with approval of the Board

DEPUTY CHAIRPERSON: Elected by the sub-committee

MEMBERS: The membership of (*sub-committee*) will consist of requisite capabilities and experience in tertiary education (Māori education in particular), tribal/community development, Māori language and culture, and enduring relationships with (and connections to) papatipu rūnaka and the wider Māori community. Membership shall not exceed 12 members and will include:

1. The Chair of the Board (ex officio)
2. Rūnaka member(s) on the Board
3. One appointee from each of the four rūnaka
4. The DCE: Māori Development/Kaitohutohu
5. One Executive Leadership Team representative
6. One Māori staff representative
7. Up to one co-opted member

Note

- The staff representative shall be appointed by the DCE: Māori Development/Kaitohutohu, with agreement of the Chief Executive.

Term of Membership

Appointment is for a term of three years and members are eligible for reappointment for another three-year term to the maximum of six years.

MEETING FREQUENCY: Monthly, as required.

AREAS OF RESPONSIBILITY:

- To provide a strong functional relationship between Te Rūnanga o Moeraki, Kāti Huirapa Rūnaka ki Puketeraki, Te Rūnanga o Ōtākou, Hokonui Rūnanga Inc ('kā Papatipu Rūnaka'), the Board and management to ensure an effective Treaty relationship.
- To assist the Board and the Chief Executive to maintain the relationship, ensure effective communication and monitor the implementation of the Memorandum of Understanding between Te Rūnanga o Moeraki, Kāti Huirapa Rūnaka ki Puketeraki, Te Rūnanga o Ōtākou, Hokonui Rūnanga Inc. ('kā Papatipu Rūnaka') and Otago Polytechnic Ltd, including the development and monitoring of the Māori Strategic Framework.
- To ensure that Kāi Tahutaka, as practiced by the Rūnaka, is the basis for all Māori activities, cultural and educational, within the Polytechnic.
- To implement, monitor and recommend any revision of the Memorandum of Understanding between Te Rūnanga o Moeraki, Kāti Huirapa Rūnaka ki Puketeraki, Te Rūnanga o Ōtākou, Hokonui Rūnanga Inc ('kā Papatipu Rūnaka') and Otago Polytechnic Ltd.
- To advise the Board and the Chief Executive.

POWER TO ACT: As delegated by the Board

POWER TO RECOMMEND: As delegated by the Board

May 2020



HE KOROWAI MANAAKI COVID-19 WHĀNAU
SUPPORT
APPLICATION FORM

Date: _____

Name: _____

Phone No/s. _____

Address: _____

E-mail: _____

Bank Account details: _____

The people in your household (including children): _____

Outline of your situation (Please attach to this form any supporting documentation and/or contact details of previous employer etc for verification purposes)

OFFICE USE ONLY

Date form received:

Registered Member:

Office Contact Details

121 Grimness St, Karitane

C/- PDC, Karitane 9440

Phone (03) 465 7300

Email: admin@puketeraki.nz