



Briefing Note: 20 October 2021 Ngarimu VC and 28th (Māori) Battalion Memorial Scholarship Fund Board Meeting

To:	Hon Kelvin Davis, Associate Minister of Education (Māori Education)		
CC:	Hon Chris Hipkins, Minister of Education		
Date:	6 October 2021	Priority:	High
Security Level:	In Confidence	METIS No:	1272666
Drafter:	Suze Strowger	DDI:	9(2)(a)
Key Contact:	Suze Strowger	DDI:	9(2)(a)
Messaging seen by Communications team:	No	Round Robin:	Yes

Purpose of Report

The purpose of this report is to brief you in preparation for the Ngarimu VC and 28th (Māori) Battalion Memorial Scholarship Fund Board (the Board) meeting scheduled for 20 October 2021.

Recommended Actions

The Ministry of Education recommends you:

- a. **note** the Ngarimu VC and 28th (Māori) Battalion Memorial Scholarship Fund Board meeting is on Wednesday, 20 October 2021 from 3:30pm to 5:00pm at Room 2.1 EW Parliament Buildings in Wellington. This meeting can be run by zoom if required. This is the fourth Board meeting of 2021, with the previous meeting on 2 July which coincided with the Teaching and Learning Resource Launch in Ruatorea.

Noted

- b. **note** we have not yet received any apologies from members and will update your office as this changes. For the meeting to proceed, a quorum of 5 Board members needs to be in attendance. We currently have enough confirmed attendees for a quorum.

Noted

- c. **note** the meeting agenda, and that the focus of the meeting will be on:

- the Financial and Annual report
- confirming the recipients of the Undergraduate, Graduate and Vocational Education scholarships
- deciding the location of the 2022 Awards evening
- considering translation costs for the application process

- be updated on progress with Te Rau Aroha.

Noted

- d. **note** that meeting packs will be sent to Board members after approval from your office.

Noted

- e. **agree** that this Briefing will be proactively released.

Agree ~~**Disagree**~~



Suze Strowger
Director Programmes
Te Puna Rangatōpū

06/10/2021



Hon Kelvin Davis
Associate Minister of Education
(Māori Education)

10/10/2021

Background

1. The Ngarimu VC and 28th (Māori) Battalion Memorial Scholarship Fund Board (the Board) was established in 1945 for the purpose of granting assistance for the education of any Māori, or for the purpose of promoting the study and encouraging the maintenance of the Māori language and of Māori history, tradition, and culture.
2. The Board usually meets three times per year in March/April, August and November. This is the last Board meeting of the year. We have rescheduled this meeting from the traditional November dates, so that recipients of the undergraduate scholarships and video winners can be informed of their success while still at school/kura. This will allow for their success to be shared with their education community and potentially have more media interest.
3. The Board meeting is from 3:30pm to 5:00pm in EW 2.1. This meeting can be run by Zoom if required. Your hard copy of the meeting pack is enclosed to this report and electronic and hard copies will be issued to all Board Members on Tuesday 12th October.

Board membership and meeting arrangements

Roles and Responsibilities

4. The legislation requires you to chair the meeting (when you attend the meeting). The other statutory members of the Board are:
 - a. Hon Willie Jackson, Minister for Māori Development
 - b. Hon Nanaia Mahuta, Member for Hauraki-Waikato,
 - c. Rino Tirikatene MP, Member for Te Tai Tonga,
 - d. Hon Meka Whaitiri MP, Member for Ikaroa-Rāwhiti,
 - e. Adrian Rurawhe MP, Member for Te Tai Hauāuru,
 - f. Hon Peeni Henare, Member for Tāmaki Makaurau,
 - g. Rawiri Waititi MP, Member for Waiariki, and
 - h. Iona Holsted, Secretary for Education

Meeting logistics

5. During the meeting the Secretariat will be available to provide support and background information to the agenda items. The Secretariat will be represented by:
 - a. Daryn Bean, Te Tuarongo Hautū
 - b. Suze Strowger, Director-Programmes, Te Puna Rangatōpū and
 - c. Darren Nathan Pou Ārahi, Director Relationships and Mātauranga Māori.
6. Mark Flintoff, Chief Financial Officer, will attend to speak to the Financial and Annual Report. Deborah Kent and Briar Barnsley, Te Puna Ohumahi Mātauranga, will lead the discussion on Scholarship's recipients' recommendations. Eleanora Sparagna, Te Puna Kaupapahere, is available to talk to the paper on translation costs, and the Secretariat can lead the discussion on the Awards location/venue and other items in General Business if required.
7. Neill Atkinson from Ministry for Culture and Heritage will attend for the Company Histories item. Dr Te Tuhi Robust will speak about Company A progress. Minister Henare will be able to give an update on his planned meeting with Company D members.

Quorum

8. The quorum necessary for any Board meeting is 5 members, of whom 3 must be members appointed by the Governor-General. There are 6 members who were appointed by the Governor-General and they are:
- Dr Te Tuhi Robust, A company representative,
 - Dr Reuben Collier MNZM, B company representative,
 - Current Vacancy, C company representative,
 - Dr Melanie Riwai-Couch, D company representative,
 - Linda Te Aho, past Ngarimu Scholarship recipient, and
 - Phillip Heeney, whānau representative.
9. At this time, all Governor-General appointees are attending the Board meeting.

Agenda

10. The agenda for the meeting is as follows:

Topic	Action	Kaiwhakahaere	Tab No.
Meeting opening: Karakia Timatanga Apologies		Chair	
1. Updates to the Interests Register	Confirm and approve	Chair	1
2. Minutes from the meeting of 2 July Board meeting	Confirm and approve	Chair	2
3. Action Log	Confirm and approve	Chair	3
4. Financial Report and Annual report	Confirm and Approve	Chair	4
5. Recommendations on Winners of the 2021 Scholarships Awards	Confirm and approve	Secretariat	5
6. Recommendations on Winners of the 2021 Video Competition	Confirm and approve	Secretariat	6
7. Recommendations on Winners of the 2021 Vocational Education	Confirm and approve	Secretariat	7
8. Location of the Ngarimu Awards 2022	Discussion and decision	Secretariat	8
9. Translation Costs	Discussion and decision	Secretariat	9
10. General Business	Discussion and decision	Secretariat	10
11. Forward Agenda (no papers)	Discussion and decision	Chair	

Meeting close: Karakia
Whakamutunga

Summary of key discussions

11. The remainder of this briefing summarises key recommendations associated with each paper.

Financial Report and Annual Report

12. This paper provides financial information of the Fund for the period from 1 July to 31 August 2021 and the Annual Report for the year ended 30 June 2021. The paper recommends that the Board:

- a. **Note** the financial report of the fund for the period 1 July 2021 to 31 August 2021 reports an underspend of \$6,696 mainly due to \$3,363 lower than budgeted expenditure for the July Board meeting and \$3,333 for Milestone 2 scholarships yet to be paid.

Noted

- b. **Note** the fund is currently forecasting a year-end deficit of \$6,107 as against a budgeted deficit of \$9,470, taking into consideration the lower than budgeted cost incurred for the July 21 Board Meeting.

Noted

- c. **Note** that nine out of ten recipients met the criteria for the 2021 Milestone 2 and payments were made in August 2021 totalling \$41,667 as per the table in Annex 2. The scholarships team are in contact with the remaining recipient to clarify the status of the milestone 2 report requirements before payment can be made. Refer Agenda item 5 for further details.

Noted

- d. **Note** that the financials have been prepared based on the budget approved by the Finance Standing Committee at the meeting held on 7 September 2021 (Annex 1).

Noted

- e. **Note** that as approved by the Board at the 2nd July 2021 meeting, the following investment was made:

- \$500,000 term deposit on 2 July 2021 for 12 months at an interest rate of 0.90%.

Noted

- f. **Agree** with the Finance Standing Committee's recommendation (see minutes General Business item 4) that \$250,000 of term deposits which mature in October 2021 are reinvested for a 12-month period. The current indicative interest rate, which is subject to change, is 1.54%.

Agree ~~Disagree~~

- g. **Note** the auditors carried out the audit of the financial statements for the year ended 30 June 2021 and anticipate issuing a letter of unmodified opinion as per the letter in Annex 3.

Noted

- h. **Agree** that the Ngarimu VC and 28th (Māori) Battalion Memorial Scholarship Fund Board's Financial Statements for the year ended 30 June 2021 (Annex 4), which have been reviewed by the Finance Standing Committee, are approved for signing.

Agree ~~Disagree~~

- i. **If Agreed**, recommend that that the Ngarimu VC and 28th (Māori) Battalion Memorial Scholarship Fund Board's Financial Statements for the year ended 30 June 2021 (Annex 4)

are signed by Iona Holsted, Te Tumu Whakarae mō te Mātauranga and one other board member.

Agree ~~Disagree~~

- j. **Agree** that the representation letter to Ernst & Young (Annex 5) will be signed by Iona Holsted, Te Tumu Whakarae mō te Mātauranga and Hon Kelvin Davis, Board Chair and dated the same day the Financial Statements are signed.

Agree ~~Disagree~~

- k. **Note** that once signed the Annual Report will be provided to the Minister's office for tabling in the House of Representatives.

Noted

Ngarimu Scholarship recipients (2021/22) – recommendations

13. The paper recommends that the Board:

- a. **Note** 81 eligible applications were received for the 2021/22 Ngarimu Scholarships (66 Undergraduate and 15 Postgraduate).

Noted

- b. **Note** all eligible applications were evaluated by Ministry and Board Panels, with two applicants being interviewed for the Doctoral Scholarship.

Noted

- c. **Agree** to award the Undergraduate Scholarships to the following applicants as recommended by the Ngarimu VC & 28th (Māori) Battalion Board Panel:

1. 9(2)(a) [REDACTED]
2. 9(2)(a) [REDACTED]
3. 9(2)(a) [REDACTED]

Agree ~~Disagree~~

- d. **Agree** to award the Masters Scholarship to the following applicant as recommended by the Ngarimu VC & 28th (Māori) Battalion Board Panel:

4. 9(2)(a) [REDACTED]

Agree ~~Disagree~~

- e. **Agree** to award the Masters of Education Research Scholarship to the following applicant as recommended by the Ngarimu VC & 28th (Māori) Battalion Board Panel:

5. 9(2)(a) [REDACTED]

Agree ~~Disagree~~

- f. **Agree** to award the Doctoral Scholarship to the following applicants as recommended by the Ngarimu VC & 28th (Māori) Battalion Board Panel:

6. 9(2)(a)

7. 9(2)(a)

Agree ~~Disagree~~

- g. **Agree** to have a Board member contact 9(2)(a)

Agree ~~Disagree~~

- h. **Note** 9(2)(a)

Noted

- i. **Agree** for the Ministry to run a media story on Marise Stuart's mahi on the Māori Trade Training Programme and Housing Supply Project in Kaikohe.

Agree / Disagree

I would like to discuss this at the next meeting

Ngarimu Video Competition Winners (2021/22) – recommendations

14. The paper recommends that the Board:

- a. **Note** seven videos were received by the closing date (two in Te Reo Māori and five in English/Bilingual).

Noted

- b. **Note** due to only receiving two Te Reo Māori video submissions, the third-place prize was not awarded.

Noted

- c. **Agree** to award the 2021 Ngarimu Video Competition **Te Reo Māori** prizes to the following students and their schools/kura:

1st – 9(2)(a)

2nd – 9(2)(a)

Agree ~~Disagree~~

- d. **Agree** to award the 2021 Ngarimu Video Competition **English/Bilingual** prizes to the following students and their schools/kura:

1st – 9(2)(a)

2nd – 9(2)(a)

3rd – 9(2)(a)

Agree ~~Disagree~~

- e. **Agree** to extend an invitation to the Awards Ceremony to the first-place prize winners of the 2021 Video Competition.

Agree ~~Disagree~~

Vocational Education and Training Scholarships recipients (2021/22) – recommendations

15. The paper recommends that the Board:

- a. **Note** ten eligible applications were received for the 2021/22 Vocational Education and Training Scholarship.

Noted

- b. **Note** all applications were evaluated by the Ngarimu VC & 28th (Māori) Battalion Board Panel.

Noted

- c. **Agree** to award the Vocational Education and Training Scholarships to the following applicants as recommended by the Ngarimu VC & 28th (Māori) Battalion Board Panel:

- 9(2)(a)
- 9(2)(a)
- 9(2)(a)

Agree **Disagree**

Location of Ngarimu Awards 2022

16. This paper provides the Board with options about the location of the Ngarimu Awards in 2022. It asks the Board to decide between holding the event at Parliament or in Rotorua, in response to your request to take the Ngarimu mahi out to the regions more. The paper recommends that the Board:

- a. **Note** the launching of the Ngarimu Teaching and Learning Resource at Uepohatu, Ruatorea was a popular decision, and feedback from the launch about taking Ngarimu Board to the region was overwhelmingly positive.

Noted

- b. **Note** that all launch costs were met by the Ministry of Education and the cost of the Board meeting was covered by Board budget.

Noted

- c. **Note** the Secretariat has explored options for scheduling the 2022 Awards Ceremony in Rotorua.

Noted

- d. **Agree** to hold the Ngarimu Awards in Rotorua in March 2022
If disagree to d, then

Agree **Disagree**

- e. **Agree** to hold the Ngarimu Awards in Parliament in March 2022

Agree **Disagree**

Translation costs

17. This paper responds to the request at the last Board meeting for options and costs to translate all Ngarimu Scholarship application packages and associated media package into te reo Māori for the 2023 round of scholarships. The paper recommends that the Board:
- a. **Agree** to the Secretariat arranging for the Department of Internal Affairs to translate the Ngarimu Scholarship application package and media package into te reo Māori at an approximate cost of \$3922 + GST.

Agree ~~Disagree~~

General Business

Report on Company Histories

18. This paper from the Ministry of Culture and Heritage provides their regular update on Companies Histories. Dr Te Tuhi Robust will provide an additional verbal update on Company A. The paper recommends that the Board:

Note the updates from Company A and D

Noted

19. Letter sent to Bom Gillies is included for the Boards interest.

Note the letter to Bom Gillies and Dr Colliers role in supporting Bom

Noted

20. An email and quote from Te Rau Aroha is included. This is the infrastructure that the Museum needs to show the Ngarimu Videos which could also provide an alumni database and inspirational biographies. This will be talked to by Dr Te Tuhi Robust and the Secretariat during the Board meeting. The Secretariat will work this up into a decision paper for next Board meeting which would include options to resource it.

Note the email and quote from Te Rau Aroha.

Noted

21. A quote (to be tabled at the Board meeting) to produce Ngarimu teaching and learning resource kits for company members and kaumatua. Note this resource is only currently available online and the kits for the Ruatorea launch were a one-off cost absorbed by the Ministry.

Note the quote from Ministry's publication company and advise next steps

Noted

I would like to discuss this at the next meeting

22. Minutes for the Financial Standing Committee (FSC) Hui 7 September are supplied for Board members information.

Note the FSC minutes.

Noted

23. Letter sent to B Company for the approval to use protected words, included for the Board's interest.

Proactive Release

1. We recommend that this Briefing is proactively released as per your expectation that information be released as soon as possible. Some information will need to be withheld and will be done so in line with the provisions of the Official Information Act 1982.

Proactively Released