Briefing Note: 1 August Ngārimu 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: Friday, 26 July
Priority: Medium
Security Level: In Confidence
METIS No: 1199960
Drafted: Bevan Hunter
DDI: 9(2)(a)
Key Contact: Emily Fabling
DDI: No
Messaging seen by Communications team: No
Round Robin: No

Purpose of Report

The purpose of this report is to brief you in preparation for the Ngārimu VC and 28th (Māori) Battalion Memorial Scholarship Fund Board (the Board) meeting on Thursday, 1 August 2019.

Summary

- The Board meeting is on Thursday, 1 August 2019 from 3:30 to 5:00 pm at Parliament, in Ministerial Meeting Room 2.1.

- The focus of the meeting will be on the preliminary results of the 2018/19 financial year, the number of scholarships for 2020, the draft curriculum resource and a request for assistance for the development of resources for the new museum at Waitangi opening in February 2020.

- A hard copy of the Meeting Pack is enclosed.

Emily Fabling
Deputy Secretary
Strategy, Planning and Governance

26 July 2019

Hon Kelvin Davis
Associate Minister of Education (Māori Education)
04/8/2019
Background

1 The Ngārimu 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 meets three times per year in April, August and November and runs the Scholarships Awards Evening on the same day of the April meeting.

Board Meeting

3 The August 2019 Board meeting is on Thursday, 1 August from 3:30 to 5:00 pm at Parliament, in Ministerial Meeting Room 2.1. Your hard copy of the meeting pack is enclosed to this report and electronic and hard copies will be issued to all Board Members today.

Roles and Responsibilities

4 The legislation requires you to chair the meeting (whenever you are attending the meeting). The other members of the Board are:
   
   - Hon Nanaia Mahuta, Member for Hauraki-Waikato
   - Rino Tirikatene MP, Member for Te Tai Tonga
   - Hon Meka Whaitiri MP, Member for Ika-roa-Rāwhiti
   - Adrian Rurawhe MP, Member for Te Tai Hauāuru
   - Hon Peeni Henare, Member for Tāmaki Makaurau
   - Tamati Coffey MP, Member for Waiariki
   - Iona Holsted, Secretary for Education
   - Dr Te Tahi Robust, A Company representative
   - Lt Col (Retd) Graeme Vercoe (QSM), B Company representative
   - Dr Monty Soutar, C Company representative
   - Dr Melanie Riawai-Couch, D Company representative
   - Phillip Heeney, Whānau representative
   - Assoc. Prof. Linda Te Aho, Past Ngārimu scholarship recipient

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 Mahina Melbourne, Bevan Hunter and Nicola Mingardo.

Quorum

6 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, Graeme Vercoe, Dr Monty Soutar, Dr Melanie Riwai-Couch, Linda Te Aho and Phillip Heeney.

7  To date we received three apologies, from Dr Te Tuhi Robust, Dr Monty Soutar, and Linda Te Aho. Should we receive one more apology from a Governor-General appointed member there will not be a quorum. We have asked these members to contact us as soon as possible should they not be able to attend due to unforeseen circumstances. Before the start of the meeting the Secretariat will advise you should there not be a quorum.

Agenda

8  The Agenda for the meeting is as follows:

<table>
<thead>
<tr>
<th>Topic</th>
<th>Action</th>
<th>Kaiwhakahaere</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting Opening: Karakia Timatanga Apologies</td>
<td></td>
<td>Chair</td>
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<tr>
<td>1. Updates to the Interests Register</td>
<td>Confirm and approve</td>
<td>Chair</td>
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<tr>
<td>2. Minutes of 8 April meeting</td>
<td>Discussion and decision</td>
<td>Chair</td>
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<tr>
<td>3. Open Actions</td>
<td>Discussion and decision</td>
<td>Chair</td>
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<tr>
<td>4. Financial Report</td>
<td>Discussion and decision</td>
<td>Chair</td>
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<td>5. Number of Scholarships for the 2019/20 year</td>
<td>Discussion and decision</td>
<td>Secretariat</td>
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<td>6. Ngārimu Curriculum Resource</td>
<td>Discussion and decision</td>
<td>Dr Melanie Riwai-Couch</td>
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<td>7. Video Competition and Scholarships update</td>
<td>Discussion and decision</td>
<td>Secretariat</td>
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<tr>
<td>8. General Business</td>
<td>Discussion and decision</td>
<td>Chair</td>
</tr>
<tr>
<td>9. Forward Agenda</td>
<td>Discussion and decision</td>
<td>Chair</td>
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Meeting close: Karakia Whakamutunga

Key points of discussion

9  The focus of the meeting will be on
   • the preliminary results of the 2018/19 financial year and the 2019/20 budget (agenda item 4)
   • the number of scholarships for 2020 (agenda item 5)
the draft curriculum resource (agenda item 6)
a request for assistance for the development of resources for the new museum at Waitangi opening in February 2020 (agenda item 8 – General Business)

Financial Report (agenda item 4)

10 The Financial Report provides the preliminary results (pre audit) for the 2018/19 financial year. Excluding the payment to the Companies Histories Project for which funding was received in 2013, the financial year closed with a surplus changing the deficit trend of recent years.

11 The proposed budget for 2019/20 also shows a surplus, even when taking into account the planned $40,000 payment for the Companies Histories Project.

12 The report makes the following recommendations:

a. **Note** the preliminary result for the financial year ending 30 June 2019 shows a deficit of $20,636 due to a $30,000 payment to the Companies Histories Project (these funds were received by the Board in 2013).

b. **Agree** the proposed budget for the 2019/20 financial year for reporting against actual income and expenditure.

c. **Note** that $440,000.00 currently invested on a 12 month term deposit will expire on 1 October 2019 and that in line with the Investment Policy Statement it will be reinvested on a short/medium term deposit.

d. **Note** that all recipients met the criteria for the 2019 Milestone 1 and payments were made in February and March 2019 totalling $46,667 as per table in Annex 1.

e. **Note** that the Government Grant of $217,000 received by the Ministry of Education as part of the Vote Tertiary appropriation was deposited into the Ngārimu Fund account in July 2019.

f. **Agree** that the Financial Standing Committee is authorised to review and approve the Annual Report for the 2018/19 financial year on behalf of the Board.

g. **Note** that as authorised at the April 2019 meeting, Iona Holsted signed EY’s Audit Proposal letter and the Letter of engagement (in Annex 2) on behalf of the Board.

Number of Scholarships for the 2019/20 year (agenda item 5)

13 This report considers whether it would be affordable to increase the number of scholarships for the 2019/20 year because in recent years the scholarships awarded were for fewer years than the full allowable term. The analysis concludes that it would be prudent to reconsider such one off increase next year.
The report makes the following recommendations:

a) **Note** that a number of scholarships awarded recently were for fewer years than the full allowable term (for example, when a Masters scholarship, which is up to two years, is awarded for one year of study)

b) **Note** that as a result of this the Secretariat completed an analysis to assess whether there is an opportunity for a one-off increase of the number of scholarships to be awarded in 2019/20.

c) **Note** that the analysis considered the one-off increase of either one Undergraduate, one Masters or one Doctoral scholarship and assessed the financial impacts it would have for the current and next five financial years (in Annex 1).

d) **Note** that due to two large payments budgeted for the Histories Project in this financial year and a Manakura Award of $50,000 planned for the next financial year, the one off increase of scholarships would increase the deficit in these financial years.

e) **Agree** to reconsider a one off increase of the number of scholarships next year, at the April 2020 meeting, once the 2019/20 scholarships will have been awarded and the financial impacts are known.

Ngārimu Curriculum Resource (agenda item 6)

This report gives an update on the progress made for the development of a Ngārimu Curriculum resource and provides a first draft for the Board’s consideration.

The report makes the following recommendations:

a) **Note** that work is well underway on the development of a curriculum resource for High School students based on Ngārimu and the 28th Māori Battalion.

b) **Discuss and agree** the first draft of the curriculum resource in Annex 1 meets the Board’s expectations

General Business (agenda item 8)

The General Business paper includes the following 6 items:

1. Companies Histories Project Update – an update from Manatū Taonga | Ministry for Culture and Heritage on the project
2. Museum at Waitangi – a request for assistance for the development of resources to be exhibited at the Museum (more details are provided from paragraph 18 below)
3. Permission to use the 28th Maori Battalion emblem – a request from the New Plymouth Club
4. Update on the Budget 2019 bid – informs the Board that the bid was unsuccessful
5. Planning for the 2020 Scholarships Awards ceremony – seeks the Board’s preference for the date of the event

6. Board appointments – informs the Board that the process for the appointment of the Governor-General appointed members will begin in September 2019.

18 Item 2 is a request for assistance from the company working with the Waitangi National Trust to develop the resources for the Whare Maumahara, the new Museum opening on 5 February 2020 on the Waitangi Treaty grounds.

19 The request is for:
   • Guidance and feedback in identifying the first 28 participants for inclusion in Living Legacy (including, if appropriate, providing us a list of previous recipients for research purposes).
   • Messaging around, and promotion, of the Ngārimu VC and 28th (Māori) Battalion Memorial Scholarship within the museum.

20 The Secretariat makes the following recommendations:
   a) **Note** the request for assistance from Workshop e Ltd
   b) **Agree** for the Secretariat to provide the assistance requested

**Proactive Release**

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