



Annual Plan of  
the Hauraki Māori Trust Board  
**2007-2008**



**Hauraki**

Building the Hauraki Nation, together

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# INTRODUCTION

## Purpose of the Plan

This is the annual plan of the Hauraki Maori Trust Board covering the period from 1 July 2007 to 30 June 2008. It sets out the activities of the Board this year and the costs for those activities.

This plan is in three general parts. The introduction contains the strategic framework of the annual plan and priorities for 2007-2008. The second part contains operational objectives, key results and performance measures for the year in terms of Governance, Strategic Policy Advice, Corporate Services and Whanau Development services followed by associated financial information.

## Strategic framework

The Board's mission is "To lead the process for building a distinctly Hauraki nation" with a vision of "Building the Hauraki Nation, together" contained in its Strategic Blueprint. The Blueprint promotes a set of values and principles that underpin how the Board undertakes its work.

The outcomes of the Blueprint set the longer term goals and activities in the annual plan link directly to the strategic objectives of the Hauraki Strategic Blueprint. The Blueprint framework is contained in Appendix 1 of this Annual Plan.



# INTRODUCTION

## Our Priorities

### *Measuring Outcomes*

Continual improvement of the monitoring, evaluation framework for measuring progress towards outcomes is important. An integrated planning and service delivery approach is being developed in particular the linkages between annual activities and longer term goals.

### *Capability*

Delivering on the vision and responding proactively to changes in our operating environment requires people capability. Building in-house capabilities and investing in the development of staff is important.

### *Infrastructure, systems, knowledge*

Organisational capabilities require alignment including updating information technology infrastructure and information management systems to respond to future demands and improved management of knowledge and information overall. Streamlining systems and improving reporting methods is a focus. Systems that support effective sharing of internal knowledge and expertise are essential.



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## **INTRODUCTION**

### *Culture*

The operating environment is in a state of change. Understanding and managing change with a common vision and set of values will encourage a positive culture. This will be achieved through improved cross- team communication and better internal communication processes overall.

### *Communication*

Improving how the Board communicates and is accountable remains a significant focus. The Board will continually seek opportunities to simplify, promote, educate and inform about the work undertaken by the Trust Board and the rationale behind that work.

# GOVERNANCE



## Governance practice

Enhanced governance practice

### 2007-2008 focus

- ▶ Undertake Board members performance review
- ▶ Review Governance Policies
- ▶ Conduct effective Board meetings

### Measures

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- ▶ Board members performance review completed
  - ▶ Governance policy review completed
  - ▶ Best practice standards for meetings adopted by Board of Trustees
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### Outcomes

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- ▶ Effective Governance and Leadership

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# GOVERNANCE

## Treaty Settlement Strategies

Maintain Treaty settlement strategies

### 2007-2008 focus

- ▶ Deed of Mandate recognised, implemented, negotiations commenced
- ▶ Maintain involvement in Northland, Auckland and Tauranga and Waikato River Agreement in Principle.
- ▶ Properties identified as requiring protection from sale are land-banked for Hauraki Treaty Settlement purposes
- ▶ Land Corp land at Whenuakite and Ngatea protected from sale.
- ▶ Maintain remedies hearings through the Waitangi Tribunal to return all Forests in Hauraki region and all other State Owned Enterprises land.
- ▶ Complete establishment of Joint Mandated Iwi Organisation and Asset Holding Company.

### Measures

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- ▶ Treaty Settlement Progressed
  - ▶ Hauraki lands are protected
  - ▶ Fisheries and aquaculture assets transferred
- 

### Outcomes

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- ▶ Effective Governance and Leadership

# GOVERNANCE



## Strategic Relationships

Manage strategic relationships and alliances

### 2007-2008 focus

- ▶ Existing strategic alliances are maintained.

### Measures

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- ▶ Strategic relationships and alliances contribute to Hauraki nation building
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### Outcomes

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- ▶ Effective Governance and Leadership

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# STRATEGIC POLICY ADVICE

## Planning for the future

Develop framework for multi-focused development plan and fit for purpose governance entity.

### 2007-2008 focus

- ▶ Draft Multi-Focused Development Plan and New fit for purpose governance entity implementation plans are approved

### Measures

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- ▶ Draft Multi-Focused Development Plan is produced
  - ▶ Fit for purpose governance entity options paper is produced
- 

### Outcomes

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- ▶ Effective Governance and Leadership
- ▶ Healthy and Educated Whānui
- ▶ Culturally Rich Whānui
- ▶ Informed and Participating Whānui
- ▶ Economically Vibrant Whānui

# STRATEGIC POLICY ADVICE



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## Strategic Policy Advice

Strategic policy advice provided to Board, Chief Executive and Management Groups

### 2007-2008 focus

- ▶ Develop and provide policy advice on key strategic issues
- ▶ Hauraki research and development priorities identified
- ▶ Strategic and annual planning processes
- ▶ Maintain and develop strategic projects

### Measures

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- ▶ Policy advice is documented and accessible
  - ▶ Research and development priorities confirmed
  - ▶ Annual Plan and Annual Report produced
  - ▶ Strategic projects meet contractual requirements
  - ▶ Review customary fisheries management approach
  - ▶ Explore feasibility of aquaculture waste stream initiative
  - ▶ Develop proposal and secure funding for tourism cluster implementation plan
- 

### Outcomes

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- ▶ Effective Governance and Leadership
- ▶ Economically Vibrant Whānui
- ▶ Healthy and Educated Whānui
- ▶ Informed and Participating Whānui
- ▶ Culturally Rich Whānui



# CORPORATE SERVICES

## Financial Management

Maintain accepted financial management systems and procedures

### 2007-2008 focus

- ▶ Services and activities operate within approved budgets and timeframes
- ▶ Implement recommendations from financial management review
- ▶ Financial procedures meet best practice standards and client needs

### Measures

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- ▶ All financial reports meet contractual requirements
  - ▶ Financial policies and procedures manual updated to include review recommendations
  - ▶ Internal clients satisfied with financial systems
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### Outcomes

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- ▶ Effective Governance and Leadership

# CORPORATE SERVICES



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## Organisational Systems

Maintain effective organisational systems

### 2007-2008 focus

- ▶ All organisational and service delivery policies and procedures are standardised
- ▶ An appropriate accreditation organisation is identified that includes standards for kaupapa Maori organisations
- ▶ Centralised filing system is fully operational
- ▶ Standardised internal reporting process implemented
- ▶ Document management database in place for retrieving Board minutes, resolutions and submissions

### Measures

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- ▶ Organisational policies and procedures meet best practice standards
  - ▶ Enhance contract monitoring process
  - ▶ Enhanced electronic document archival and retrieval system
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### Outcomes

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- ▶ Effective Governance and Leadership



# CORPORATE SERVICES

## Human Resource Management

Maintain accepted Human Resources Procedures & Practices

### 2007-2008 focus

- ▶ Standardised recruitment, orientation and performance management systems are identified and process for implementation confirmed

### Measures

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- ▶ Human Resource policies and procedures meet best practice standards
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### Outcomes

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- ▶ Effective Governance and Leadership

# CORPORATE SERVICES



## Internal Communication

Facilitate internal communications

### 2007-2008 focus

- ▶ Staff meeting schedule for year is confirmed and implemented
- ▶ Project management system is implemented
- ▶ Maintain effective and timely telecommunications
- ▶ Standardised contract management process

### Measures

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- ▶ Co-ordinated approach to staff accessing information and participating in HMTB strategic activities
  - ▶ Internal clients are satisfied with service
  - ▶ Contract management linked to project management and reporting processes
- 

### Outcomes

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- ▶ Effective Governance and Leadership

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# CORPORATE SERVICES

## External Communication

Facilitate external communications

### 2007-2008 focus

- ▶ Communication strategies implemented.

### Measures

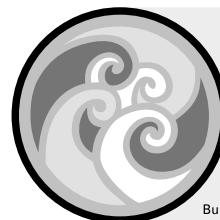
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- ▶ Effective communication strategies in place
  - ▶ External clients are satisfied with service
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### Outcomes

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- ▶ Informed and participating Whānui



# CORPORATE SERVICES



## Iwi Register

Maintain Iwi Register

### 2007-2008 focus

- ▶ 5% increase in numbers registered

### Measures

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- ▶ Active promotion of Iwi Register
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### Outcomes

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- ▶ Effective Governance and Leadership
- ▶ Informed and Participating Whānui

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# WHANAU DEVELOPMENT SERVICES

## Maintain existing services

Maintain current service levels and contracts

## 2007-2008 focus

- ▶ All contracts are delivered within approved budgets and timeframes
- ▶ Current services and programmes are delivered within the parameters of best practice standards
- ▶ Existing services move through an approved accreditation process
- ▶ Existing services conduct annual client satisfaction survey
- ▶ Existing services aligned to Strategic Blueprint

## Measures

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- ▶ Whānau development services meet contractual requirements
  - ▶ Whānau development services aligned to Strategic Blueprint
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## Outcomes

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- ▶ Healthy and educated Whānui

# WHANAU DEVELOPMENT SERVICES



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## Increase Services

Increase access to services

### 2007-2008 focus

- ▶ Compile implementation plan that addresses education and te reo revitalisation priorities
- ▶ Integrated access to social services
- ▶ Contract for establishing Puna Reo secured from the Ministry of Education
- ▶ Family Start proposal is tabled with Ministry of Social Development and the service is extended into the Thames-Coromandel district.
- ▶ Facilitate Hauraki Māori Violence Prevention Forum

## Measures

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- ▶ Hauraki Māori education priorities identified
  - ▶ Continuum of care model developed and documented
  - ▶ Scope compliance parameters for establishing puna reo
  - ▶ Scope out feasibility for rolling Family Start out into Thames Coromandel district
  - ▶ Hauraki Māori Violence Prevention Strategy developed.
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## Outcomes

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Healthy and educated Whānui



# WHANAU DEVELOPMENT SERVICES

## Education Grants

Increase access to tertiary education

### 2007-2008 focus

- ▶ Distribute education grants

### Measures

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- ▶ Education Grants distribution policy and procedures approved by Board
  - ▶ Education Grants promoted and distributed
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### Outcomes

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- ▶ Healthy and Educated Whānui

# WHANAU DEVELOPMENT SERVICES



## Hauraki Event and Wananga

Expressing Hauraki cultural identity and diversity

### 2007-2008 focus

- ▶ Hauraki based event organised and held
- ▶ Hauraki cultural leadership wananga are facilitated and supported

### Measures

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- ▶ Hauraki based event that celebrates Hauraki identity and diversity
  - ▶ Cultural leadership Wananga facilitated
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### Outcomes

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- ▶ Culturally Rich Whānui

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# 2007-2008 ANNUAL BUDGET

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	Governance	Strategic Policy Advice	Corporate Services	Whanau Development Services	Total 2007-2008
<b>INCOME</b>					
Grant income	210,397	199,333	7,800	1,626,433	2,043,963
Other Income	682,000	128,001	297,010	46,501	1,153,512
Carry Fwd Income	31,000	182,000	203,000	213,000	629,000
<b>Total Income</b>	<b>923,397</b>	<b>509,334</b>	<b>507,810</b>	<b>1,885,934</b>	<b>3,826,475</b>
<b>EXPENDITURE</b>					
Occupancy costs	2,860	6,500	63,167	46,680	119,207
Staff costs	222,399	207,657	109,270	901,746	1,441,071
Professional services	339,000	162,000	105,260	226,945	833,205
Telecommunications	24,300	9,322	20,350	28,800	82,772
Computer costs	3,280	2,480	28,693	30,860	65,313
Media communications	7,300	3,736	12,784	27,689	51,509
Financial costs	16,000	0	130,200	74,672	220,872
Vehicle costs	28,248	14,282	3,560	86,770	132,860
Hui costs	95,613	32,658	29,220	71,911	229,402
Trustees costs	91,572	18,100	3,400	5,328	118,400
Administration	38,105	21,180	44,607	102,478	206,370
CE Office	40,872	21,545	16,056	14,218	92,691
Corporate Overheads	13,848	9,874	-58,757	33,861	-1,174
Care Giving Expenses	0	0	0	233,976	233,976
<b>Total Costs</b>	<b>923,397</b>	<b>509,334</b>	<b>507,810</b>	<b>1,885,934</b>	<b>3,826,475</b>



