

NGA TAI WHAKARONGORUA MARAE



CHARTER
Ratified
2014

Nga Tai Whakarongorua Marae

CHARTER

“Whaia kia mau te kotahitanga o te wairua me paihere ki te rangimarie”

“Seek ye first the unity of the spirit in the bond of peace”

*Ko Toka Toka te maunga
Wairoa te awa
Kaipara te moana
Nga Tai Whakarongorua te marae
Kia Whanau Hou Koutou te whare
Te Uri O Hau te hapu
Ngati Whatua te iwi*

Vision: Kia Whanau Hou Koutou

1.0 Nga Tai Whakarongorua Marae Reservation

Nga Tai Whakarongorua Marae is situated on a 1.9223 hectare site 3km northwest of Tinopai settlement on the north Kaipara Heads. The site is bounded by Chadwick Road to the east, open rural land to the south and west, and pine plantation to the north. Survey drawings, 1988, show a creek at the south-west corner and a fenced urupa to the northwest.

The legal description is Pt 55 D.P.16979 (formerly Te Komiti Z2B) and the site was gazetted in December 1962 as a Maori Reservation for the ‘Absolute Established Maori Church of Aotearoa, Te Waipounamu, Wharekauri Incorporated’.

2.0 Mission Statement

Nga Tai Whakarongorua Marae mission is to provide a safe place of belonging, identity and mana motuhake for its beneficiaries; provide a place for the beneficiaries to honour their tupuna; a place to care for each other; to protect taonga tuku iho; carry out and learn tikanga; a place to rest, to worship, to mourn those who have passed on, a place to gather, and a place to celebrate and provide a korowai for manuhiri.

3.0 Beneficiaries

Members and adherents of "The Absolute Established Māori Church of Aotearoa, Te Waipounamu, Wharekauri (Incorporated) and the descendants of the original landowners who were¹

- Te Aka (Henry) Rapana *Uncle Daddy Boy*
- Robert Paul *Antie Sue*
- George Waru
- Nathan Roa
- Jack (Hone) Edwards *Erana*
- Walter Edwards *Uncle John*
- Henry Rapana Tito
- Bill Poro
- Ted Edwards *Rowena*
- Hone Eru Manuhuia (John Edwards) *Emily*
- Piri Te Whata
- Kepa Wati Tito *Me*

4.0 Nga Tai Whakarongorua Marae Trust

Nga Tai Whakarongorua Marae Trust is governed by its charter, the Trustees Act 1956, Te Ture Whenua Māori Act 1993 and the Māori Reservation Regulations 1994. The Trust has applied for Charitable Status pursuant to Section CB4 (1) (c) of the Income Tax Act 1994.

5.0 Purpose and Objectives

The objectives for which the Marae is established are specified below and shall be restricted at all times to operation within New Zealand.

The broad function and powers of the Marae Trustees shall be to govern, administer and preserve Nga Tai Whakarongorua Marae, with the tautoko of the beneficiaries. Trustees who have been duly elected by beneficiaries at an Annual General Meeting and further ratified by Order of the Māori Land Court shall administer the Marae.

All funds and assets of the Marae shall be applied towards furthering the exclusively charitable objects, aims and purposes of promoting health, social, cultural, spiritual, economic, welfare, education and the general advancement in the life of the beneficiaries. The purpose and objects include the following provisions:

- To provide kaitiakitanga over the Marae, its surrounds and all its facilities.
- To uphold the spiritual and cultural values of Nga Tai Whakarongorua.
- The maintenance and upkeep of the marae buildings and amenities, land, urupa, waihapu, that is has kaitiakitanga over.

¹ New Zealand Gazette, 1/4/2013, No. 42, p. 1263

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- To support and uphold the place of religion and the hapu church.
 - To promote and encourage participation in marae matters.
 - To maximise educational opportunities by holding wānanga to share and enhance skills, knowledge and expertise.
 - To protect and improve the quality of the eco-system by encouraging whānau / hapu to strengthen kaitiaki practices.

6.0 Trustees

Trustees are elected by the marae beneficiaries, in accordance with the Marae Trustee Selection Process, to represent their interests in the governance and administration of the marae and all of its facilities, resources and proceedings. Therefore potential Trustees should be invited to stand because of their skills in these areas and what they have to offer.

The Trustees shall have the following qualities:

- Honesty and integrity;
- An open mind;
- An understanding of both Māori and business issues;
- The ability to communicate effectively;
- The ability to determine the difference between governance and management;
- Energy and commitment; and
- The ability to determine the long term goals of the Marae

7.0 How Do You Become a Trustee?

Taonga Tuku Iho. You become a Trustee through your Whakapapa.

- 7.1 Trustees must have direct lineage from the original land owners. There will be one appointment per original landowner.
- 7.2 Nominations shall be received in writing or from the floor at the Triennial Election Meeting.
- 7.3 All written nominations must reflect *Clause 6.0*.
- 7.4 Nominations are to be seconded and agreed by the person nominated.
- 7.5 There shall be a minimum of 6 Trustees and a maximum of 12².
- 7.6 Each whānau shall nominate their representative and present their nomination to the Triennial Election Meeting for ratification.
- 7.7 If more than one nomination is received for any one whānau, that whānau is required to hold an election to determine one nomination.
- 7.8 All nominations for Trustees have to be confirmed by the Māori Land Court before the nominee legally becomes a Trustee.
- 7.9 A police check shall be conducted for every Trustee.

² AGM 26 September 2009

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- 7.10** Where a nomination for the position of Marae Trustee has been received outside of the Triennial Trustee Elections, from the whanau of one of the original landowners, the Trustees currently in office are authorised to appoint that person as a Trustee, providing there is a vacancy for that whanau, and subject to the nominee meeting the normal nomination criteria, and being accepted by the Māori Land Court³.

8.0 Term of Office

- 8.1** Trustees term of office shall be three years.
- 8.2** A Trustee can resign sooner than the three year period if they wish, or the Court may remove them if the court considers that to be necessary after hearing relevant evidence. Usually the Trustees or the Beneficiaries file an application for a Trustees removal.
- 8.3** If a Trustee dies, re-election of a replacement Trustee will take place as early as is reasonably possible.
- 8.4** Unless the Court has removed a Trustee from office, that Trustee is eligible for re-appointment for another term. The beneficiaries are not obliged to re-appoint any Trustee. When a Trustee leaves office that Trustee is to deliver all records that they hold concerning the Maori Reservation to either the remaining Trustees or to the Court.

9.0 Removal of Trustees

A Special General Meeting is to be called for the purpose of discussing the removal of a Trustee from office. With the Trustee in attendance the meeting shall try to facilitate a resolution in regard to the concern based on:

- The ability of the Trustee to continue to undertake the required duties satisfactorily, and
- The commitment of the Trustee to attend and participate fully in future Trustee business.

Only if the matter cannot be resolved will the Maori Land Court be advised. Where a Trustee vacancy results, the Chairperson at the time shall call for nominations to fill the vacancy(s) and proceed following the election process. Refer to trustees guidelines.

10.0 Designated Positions within the Trust

The designated Trust positions shall be Chairperson, Secretary and Treasurer and shall be determined by the Trustees at the first Trustee meeting following the Annual General Meeting

³ AGM 26 September 2009

10.1 Office Holders

10.1.1 Chairperson

- The Chairperson shall chair all Trustee meetings. In the absence of the Chairperson the Trustees will select an Acting Chairperson.
- At the Annual General Meeting, the Chairperson shall provide for the approval of the beneficiaries:
 - An annual report of the preceding years Marae affairs.
 - A proposal regarding the activities planned for the forthcoming 12 month period.
 - The Chairperson shall ensure that all Trustees and Kuia / Kaumatua will determine what shall be released to the media.

10.1.2 Secretary

The Secretary shall:

- Call the Annual General Meeting as scheduled by the Trustees, and give 21 clear days prior notice of the time and place of the meeting by providing written notice to each Trustee member and public notification by way of notice at the Marae and advertisement in The Northern Advocate.
- Call all Trustee meetings as scheduled or required by the Trustees, preferably in writing to each Trustee member.
- Circulate an agenda prior to the commencement of any meeting, ensuring reasonable opportunity for the respective forum to view the same.
- Keep accurate minutes of all Trustee meetings and shall distribute copies to each Trustee within three weeks of the meeting. At the commencement of any meeting, the Secretary shall read the minutes of the previous meeting and seek confirmation from those in attendance at that meeting.
- Include in the minutes a list of beneficiaries and trustees in attendance of any meeting.
- Receive and action communications regarding the Marae, file all documents and make information available to the Trustees.
- Retain a copy of the Charter document with amendments and make available to beneficiaries on request within reasonable time.
- Keep updated schedules listing the Marae trustees, their contact details and their term of office to ensure that all correspondence is strictly monitored.
- Apply to the Maori Land Court for ratification of Trustee elections or removals as soon as reasonably possible.

10.1.3 Treasurer

The Treasurer shall:

- Be responsible to receive all monies due to the Marae Trustees and to pay all debts contracted by the Marae Trustees.
- Pay all monies received into the Trust's bank account/s as soon as possible.
- Table for approval at a meeting of Trustees, all payments made from the Trust's bank account/s.
- Keep a full and accurate account of the financial receipts and transactions of the Marae Trustees and shall present for inspection at all Trustee meetings.
- Submit annual financial accounts, audited if required, to the Annual General Meeting. The auditor to be appointed each year at the Annual General Meeting.
- Undertake all such other lawful duties as may usually pertain to the office of Treasurer.

11.0 Duties of Trustees

Trustees hold a fiduciary relationship as elected representatives of the Trust to the Trust itself and to the beneficiaries in all matters in relation to their positions as Trustees. They shall act with due diligence.

The definition described in Te Ture Whenua Maori Act 1993 states that the general functions of responsible Trustees are:

11.1 *Every person who is appointed as a responsible Trustee of a Trust constituted under this Part shall be responsible for: –*

- a) Carrying out the terms of the Trust.
- b) The proper administration and management of the business of the Trust.
- c) The preservation of the assets of the Trust.
- d) The collection and distribution of the income of the Trust.

11.2 *Trustees are responsible to:*

- Beneficiaries
- Trustee Chairperson

11.3 *Acquaintance with the Terms of the Trust / Marae*

Trustees must make themselves familiar with the terms of the Trust / the Marae Charter. Duties and responsibilities will be outlined in this document, Trustees must understand their duties. A Trustee must know what they are responsible for.

11.4 *To be Impartial*

Being a Trustee as well as a beneficiary can sometimes be difficult. The interests of family members can conflict and the ability to be impartial is important. It means that all beneficiaries must be treated the same. In practice impartiality is difficult so it may be wise to be excused from part of the decision making process for a particular issue if you know that you are unable to vote objectively.

11.5 *Records and Accounts*

The Trustees are required to:

- Keep and maintain separate, accurate and up to date records and accounts in relation to the Reservation;
- Maintain a separate bank account;
- Ensure that the bank account is operated by at least two signatories;
- Produce to the Court (if required at any time) for examination by the Court all records, books of accounts and vouchers in possession or control of the Trustees;
- Keep a minute book of Trustee's meetings and resolutions; and
- Keep an asset register.

11.6 *Financial Management*

- The Marae Trustees are responsible for all finances of the Marae in accordance with the Marae Charter. Supporting committees are to provide the trustees books, statements and accounts for auditing purposes as per guidelines.
- No individual shall make any pecuniary gain from the Trust or its activities.
- Trustees must keep full and proper accounts.
- One working account will operate.
- Three signatories will be nominated at the Annual General Meeting for all cheques issued – two signatures required for each payment.
- A Term Investment Account will be used to invest Marae funds.

11.7 *To Invest Trust/Marae Funds*

Trustees should thoroughly analyse investments. If investments go wrong the individual Trustees are liable for losses and can be taken to court by debtors to recover their money, for example, if the Trust has incurred lawyer's fees and cannot afford to pay these from the Trust account then the Trustees can be billed.

The Trust Order may specify the manner of investment of funds and Trustees who invest funds must act with caution and diligence. A Trustee exercising any power of investment shall exercise the care, diligence, and skill that a prudent person of business would exercise in managing the affairs of others.

Trustees should seek professional expert advice where appropriate. Trustees should also monitor investments regularly, at least on an annual basis and where necessary more regularly. It is important to keep records of advice gained and decisions made regarding the choices of investment.

Note that Trustees can be held personally liable for any funds misappropriated or lost, where they can be proved to have been negligent in their duties.

11.8 *To Declare Conflicts of Interest*

Trustees should avoid, where possible, any situation where a conflict of interest may arise. Where there is a conflict of interest, the Trustee must declare the interest and withdraw from any negotiations or decision-making related to their involvement

11.9. *Duty to Act Jointly*

Trustees must act jointly. Trustees must work together to solve problems and share the responsibility of any wrongdoing or mistakes. Trustees must be fully involved in the administration of the Trust / Marae and not leave administration tasks to one or two Trustees. For Maori Trusts the general rule is subject to the following:

- Unless the Trust deed specifies otherwise all instruments to be registered under the Land Transfer Act 1952 that is executed by Trustees of a Maori Trust, must be executed by all Trustees.
- Subject to the Trust Order, where there are three or more Trustees, a majority of Trustees may exercise any powers conferred on the Trustees.
- Exception s227(6) TTWMA 93 – where a Trustee dissents in writing from the majority decision before the decision is implemented, that Trustee will be absolved from any personal liability arising from the implementation of the decision.

In practice this means that if Trustees aren't working together then take the time to build relationships with each other.

12.0 Trust Meetings

In addition to normal Trustee meetings, the Trust will hold:

- Annual General Meetings
- Triennial Election Meetings
- Special General Meetings
- Special Trustee Meetings

12.1 *Annual General Meetings*

- Subject to any Order of the Maori Land Court, the Trustees shall hold an Annual General Meeting in each year
- 21 clear days notice shall be issued by way of newspaper advertisement in the Dargaville News & District, The Northern Advocate and the Marae.
- A quorum of 10 beneficiaries, plus the Trustees is required at any Annual General Meeting
- All Trustees must be in attendance unless an apology has been received

Purpose of Annual General Meetings

The main purpose of the Annual General Meeting is to keep the beneficiaries informed of the Trustees administration of the Reservation, to keep the Trustees accountable and to ensure that communication flows both ways providing a forum for dialogue.

At an annual general meeting the Trustees will:

- Outline their administration of the Reservation, including any matters undertaken by the Trustees in the past twelve months. Financial accounts should also be presented;
- Report on the Trustee's proposals for the administration of the Reservation during the next twelve month period; and
- Give to the person's attending the meeting an opportunity to express their views in relation to the administration of the Reservation.

Anything else of relevance can also be discussed and reports or other material can be distributed.

12.2 *Triennial Election Meetings*

A Triennial General Meeting is held every three years. It must have 21 days prior notice in the Dargaville News and District, The Northern Advocate and the Marae, giving time, place and agenda:

- The beneficiaries attend to elect new Trustees
- The Chairman's Report reports on the last 3 years up to the current meeting.
- The Financial Report details the accounts of the last 3 years up to the current meeting.
- The Last Triennial Minutes are read.
- Meeting attendees are given the opportunity to express their opinions.

12.3 *Special General Meetings*

- A Special General Meeting of the Marae Trustees can be called for a specific purpose as and when required by the Trustees or beneficiaries
- 14 clear days notice shall be given
- A quorum of 10 beneficiaries, including the Trustees, is required at any Special General Meeting

12.4 *Trustees Meetings*

- The Trustees shall convene regularly ensuring a meeting is held at least three times per year or as required to carry out administrative functions
- The Quorum shall be that whole number which is equal to, or is next above, 50% of the number of Trustees holding office⁴.

Voting at Meetings

The Chairperson, whose ruling shall be final, shall have a casting vote in the event of tied voting.

⁴ AGM 26 September 2009

13.0 Attendance at Trust Meetings

13.1 Attendance by Beneficiaries:

Any beneficiary or other person for whose benefit the Reservation has been created may attend the Trust meetings. In the absence of the Chairperson, the Trustees will nominate a person to chair the meeting.

13.2 Attendance by Trustees:

Trustees must attend all meetings. If a Trustee does not attend three consecutive meetings a written explanation must be given to the Trustee Chairperson. The following reasons for non attendance will be deemed to be acceptable:

- Personal ill health
- Whanau member's ill health; or
- Tangihanga / bereavement

Reference Clause 9.0 Removal of Trustees

14.0 Quorum for Trustees

At least 50% of the Trustees currently in office, constitute a quorum which means that Trustees may hold a meeting; however major decisions or votes outside of day to day matters cannot take place unless there is a full attendance of the total number of Trustees. The total number of Trustees is the number appointed by the Court and currently in office. Note however, that this total will include absent Trustees and those deceased Trustees not replaced or removed⁵.

15.0 Delegation of Responsibilities

Trustees cannot delegate responsibilities. While some types of Trust may allow limited delegation, Trustees of a Maori Reservation are totally prohibited from delegating any of their responsibilities. For example a Trustee may not appoint a proxy to act for them as a Trustee.

16.0 Signing Documents by Trustees

In many cases Trustees may sign documents by a majority (more than half of the Trustees currently appointed by the Court) if the Trustees have passed a resolution authorising the document. However if, for example, the document needs to be registered against the Certificate of Title to the land then **every** Trustee must sign.

⁵ AGM 26 September 2009

17.0 Powers of the Trustees

The Trustees of a Reservation may:

- Authorise lawful activities on the Reservation;
- Issue permits in relation to any lawful activity on the Reservation;
- Apply to the Court for directions (if any) relating to the administration of the Reservation;
- Call meetings of interested persons relating to the administration of the Reservation;
- Appoint and employ, on behalf of the Trustees, any advisers that may enable the better administration of the Reservation;
- Sign documents as long as those documents comply with Te Ture Whenua Maori Act 1983.

In essence, the Trustees are responsible for the administration of the Maori Reservation and for complying with the Maori Reservations Regulations 1994.

18.0 Activities Requiring Written Authority

The following activities require **prior written authority of the Trustees**:

- The use of any building on the Reservation;
- The promotion or holding of any hui, meeting, or other large gathering of people;
- The promotion or holding of any sports event, competition or concert;
- Other activities or events, as Trustees from time to time determine.

The Trustees' prior written consent is **NOT** needed for tangihanga.

18.1 *Anyone wanting to promote or run an activity on a Reservation must write to the Trustees stating:*

- The full name and address of the applicant;
- The particular activity for which approval is sought;
- The area of land and the buildings that are proposed to be used, or occupied in relation to the activity;
- The proposed date, time and duration of the activity;
- The number of people that might attend the activity and the arrangements the applicant proposes for admission to, and control of the activity.

18.2 *Applications made before Trustees*

When an application is made to the Trustees, the Trustees will need to meet to consider and decide on the application as soon as practicable. The Trustees may:

- Adjourn their consideration of the application (as long as it is dealt with before the activity takes place);
- Approve the application;
- Approve the application subject to any conditions that the Trustees think fit;
- Decline the application.

18.3 *Trustees Decisions*

Basically the Trustees are not required to give reasons for their decision on an application unless they have been required to do so by an Order of the Court.

Voting at all Trustee meetings shall be on voices or by show of hands and the declaration of the Chairperson that any resolution has been carried, unless a poll is demanded immediately following such a declaration.

19.0 Associated Committees

The Marae Committee is recognised as a sub-committee of the Trustees acting upon delegation of particular powers and duties provided by the Trustees.

19.1 *Marae Committee*

- Nga Tai Whakarongorua Marae Committee is responsible for the day-to-day Marae operation
- A Marae Committee of up to five shall be appointed by the beneficiaries at the Annual General Meeting. This will include a Secretary who may be a Trustee, a Treasurer who shall be a Trustee thus providing direct accountability regarding the financial administration of the Marae
- The Marae Committee is responsible to the Trustees

19.2 *Duties of the Marae Committee*

The legal entity responsible for administering the Reservation is the Trustees appointed by the Court. If those Trustees choose to work through and with other committees (without delegating) the Marae Charter will be followed. Consideration is given to the following committees and guidelines for the enhancement and development of Nga Tai Whakarongorua Marae.

- Fundraising committee
- Maintenance of grounds, equipment and buildings committee
- Marae Committee
- Youth committee
- Wananga i.e. te reo, waiata, arts, weaving committee

19.2.1 Approval must be obtained from the Trustees before the establishment of any committee.

19.2.2 All committees must operate in a diligent manner

19.2.3 A Trustee must be a member on all committees

19.2.4 All committees must keep minutes and accurate financial records

19.2.5 All financial records must be submitted at Marae committee meetings

19.2.6 The Trustees will follow the guidelines set for committees and may at any time disband a committee if found to be neglectful in fulfilling its original intent and / or poor financial management. Refer to marae committee guidelines.

19.2.7 *Custodians:*

- Take bookings for the marae
- Prepare the marae for all hui
- Organise catering, provisions and cleaning of the marae – note that the users of the marae are responsible for these tasks when they have engaged the marae for a function
- Maintain the marae grounds and facilities in a clean and tidy condition
- Operate and maintain a separate bank account for the purpose of paying expenses due for the day to day functions of the marae
- Receive koha for the marae
- Perform such other functions as agreed upon with the Trustees
- All the committees formed shall meet as required and provide a written report to the Trustees as per guidelines

20.0 Displaying Information on a Reservation

The Trustees shall display a permanent notice on the Reservation that includes:

- The name of the Reservation;
- The name and address of each Trustee;
- A statement that the Trustees are responsible for the administration of the Reservation;
- A statement that any public gathering on the Reservation cannot take place without the authorisation of the Trustees;
- Particulars of any activities or events that require the authority of the Trustees;
- A statement of the requirements of the Trustees in relation to applications for use of the Reservation;
- The address to which any application requesting authority is to be sent.

21.0 No Smoking or Drinking Alcohol in Wharenui, Wharekai, Marae atea

Ensures mokopuna understand early in life that smoking endangers ones health and is harmful to life; can increase adult realisation of the harmful effects of smoking and can protect non-smokers.

22.0 Health and Safety - Emergency Procedures

In order to meet current health and safety regulations the following processes will be implemented at Nga Tai Whakarongorua Marae.

22.1 Fire Drill Evacuation Notices

22.2 Emergency Fire Equipment; Fire Safety Board Regulations; Smoke Alarms: Fire Sprinklers

23.0 Investigation of Administration of a Maori Reservation

The Court, on application by any beneficiary or person whom the Reservation is intended to benefit, may conduct or order an inquiry into the administration of the Reservation.

However, the Court encourages the parties to make every attempt to resolve their concerns on the Marae or amongst themselves. The Court should be asked to intervene only when negotiations amongst the parties fail.

In applying for an inquiry the applicant must file with the Court a signed statement, containing the detailed grounds upon which the applicant seeks the inquiry. The Court may determine who pays any costs associated with the inquiry. The applicant must also provide a copy of the application to each Trustee.

24.0 Conflict Resolution

Should problems arise, the beneficiaries and Trustees should try and sort out the problems themselves to avoid legal action, by following the Trustees guidelines.

24.1 If the problems cannot be resolved 75% of the beneficiaries can apply to the Maori Land Court to; add, replace, or remove Trustees; investigate the terms of the Trust, enforce the terms of the Trust, vary the terms of the Trust, or terminate the Trust

24.2 The process for resolving conflict will involve following the Trustee guidelines; and will include the following steps

- Step 1: A written complaint must be made by the complainant(s) and sent to the Trustee's secretary or chairperson.
- Step 2: Trustees will hold a special meeting to discuss the problem and endeavour to find a solution.
- Step 3: The outcome/possible solutions will be taken back to the beneficiaries and discussed in full at a meeting.
- Step 4: Outcomes will be recorded in the meeting minutes and passed and seconded by beneficiaries.

There must be consensus about how conflict is resolved.

25.0 Specific Limitations to the Trustees' Ability to Administer the Land

The Act has some specific limitations to the Trustee's ability to administer Maori Reservations. The specific limitation includes:

- The land cannot be sold, gifted, exchanged or mortgaged;
- The Trustees can grant a lease or an occupation license of the reservation for up to 14 years with the consent of the Court. Any leases or licenses for more than seven years with several rights of renewal are possible if the purpose is for education or health;

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- Any lease or license exceeding three years needs the Court's consent upon application and
 - Any revenue from the lease or license must be used as directed by the Court.

The Trustees should first offer any lease of Maori land (exceeding three years) to members of the preferred classes of alienee – that is primarily to members of the hapu associated with the land in terms of tikanga Maori. If the Reservation is on General or Crown land this proviso does not apply.

26.0 Purposes of Reservations

A reservation can be established for any of the following purposes:

- a village site
- a Marae
- a sports ground
- a catchment area or other source of water supply
- a place of cultural historical or scenic interest
- a conservation purpose (in conjunction with whenua rahui)
- a bathing site
- a building site
- a church site
- a landing place
- a spring
- a fishing ground
- an Urupa / burial ground
- a well
- a timber reserve
- Wahi tapu
- Papakainga
- Kaumatua flats
- Kohanga Reo
- Pa Site
- Reserve contributions
- A meeting place

The Trustees and beneficiaries may decide to exclude some of these items or add other items and this will be done by following the Trustees guidelines. They are free to do so as long as agreement is reached.

27.0 Making Changes after a Reservation has been Gazetted

Changes can be made to a Maori Reservation after the reservation has been gazetted. Some options include a Maori Reservation to:

- Be cancelled (in full or part);
- Have its purpose varied;
- Have additional land included; and
- Have the beneficiaries for whom the Reservation was set apart varied.

A further gazette notice, by way of an application to the Maori Land Court achieves any of these changes.

28.0 Rating of Maori Reservations

Any Maori Reservation set aside for the purpose of Marae, meeting place or urupa/burial ground with an area not greater than 2 hectares or that is Maori Reservation under section. 340 of Te Ture Whenua Maori Act 1983 qualify for exemption from payment of rates. The Local Government (Rating) Act 2002 grants this exemption.

Local bodies have the discretionary power to reduce rates, so if there are any rates problems, the Trustees should talk with the Local Body in the area where the Reservation is situated.

29.0 Review of Charter

The provisions of the Charter shall be reviewed from time to time and alterations/additions made as agreed to and minuted at an Annual General Meeting.

30.0 Winding up

In the event of the Nga Tai Whakarongorua Marae Trust being wound up, all outstanding debts and liabilities of the Trust must be paid. If any property remains after the winding up or dissolution of the Trust and the settlement of all the Trust's debts and liabilities, that property must be used to further the purposes of the Nga Tai Whakarongorua Marae and in accordance with its rules. Following payment of all liabilities, all the Trust's remaining assets and funds shall go into recess and be reactivated by Nga Tai Whakarongorua Marae Trustees.

31.0 Address for Service

The physical address for proceedings and service concerning Nga Tai Whakarongorua Marae is:

John Manuhuia

Chairperson

Nga Tai Whakarongorua Marae Trustees

109 King Street

Hikurangi

NORTHLAND

All postal correspondence should be addressed to:

The Secretary

Nga Tai Whakarongorua Marae Trustees

C/- PO Box 102

Paparoa 0593

NORTHLAND

Glossary

Hapū	sub tribe
Hui	meeting
Kaitiaki	guardian, trustee
Kaitiakitanga	caretaker
Kaumātua	old man, elder
Kia Whānau Hōu Koutou	to be born again
Koha	donation, gift, parting message
Kōhanga Reo	language nest, Maori preschool
Korowai	tag cloak, chiefly cloak
Kuia	old lady, elder
Mana Motuhake	independence, autonomy
Marae	meeting area of whanau, iwi
Manuhiri	guest, visitors
Mokopuna	grandchild
Pā	village
Papa kāinga	original homestead
Tangihanga	mourning
Taonga tuku iho	legacy, relics
Tautoko	support
Tikanga	custom, meanings
Tupuna	ancestor
Urupa	cemetery
Wāhi tapu	cemetery, reserved land
Wānanga	learning, seminar
Wānanga te reo waiata	to learn the language of song
Whānau	family