



Internal Affairs briefing

Hon Jan Tinetti
Minister of Internal Affairs

Title: **Appointments to the Oranga Marae Committee: decision briefing and draft Cabinet paper**

Date: 22 October 2021

Key issues

You have received feedback from the Minister for Māori Development, Hon Willie Jackson, on your proposed candidates for the Oranga Marae Committee. You are now asked to make a final decision on your preferred candidates, and to consult with your Ministerial colleagues using the attached draft Cabinet Appointments and Honours Committee paper and forms.

Action sought

Timeframe

The Department of Internal Affairs recommends that you:

Confirm your previous in-principle decision to reappoint **Bonita Bigham** to the Oranga Marae Committee and to promote her to Presiding Member for a term of office beginning on 13 December 2021 and ending on 1 March 2024;

agree to appoint **Rowena Tana JP** as a member of the Oranga Marae Committee for a term of office beginning on 13 December 2021 and ending on 1 March 2024; **OR**

agree to appoint **s9(2)(a) OIA** as a member of the Oranga Marae Committee for a term of office beginning on 13 December 2021 and ending on 1 March 2024;

agree to consult with your Ministerial colleagues on your proposed appointment and reappointment using the attached draft Cabinet paper and associated forms; and

authorise the Department to upload the final Cabinet paper and associated forms, incorporating any changes from consultation, for consideration by the Cabinet Appointments and Honours Committee on 17 November 2021.

By 26 October 2021

Contact for telephone discussions (if required)

Name	Position	Direct phone line	Suggested 1 st contact
Craig Press	Senior Analyst Appointments, Ministerial, Monitoring and Capability Group	s9(2)(a) OIA	✓
Anita Balakrishnan	Director Tumuaki Ministerial, Monitoring, and Capability Group	027 263 2423	

Return to	Craig.press@dia.govt.nz
Cohesion reference	T5VDXFP5TAD4-1818634188-2552
Ministerial database reference	IA202101476

Purpose

1. This briefing asks you to confirm your previous in-principle decision to reappoint Bonita Bigham and to promote her to Presiding Member of the Oranga Marae Committee (the Committee), and to appoint either Rowena Tana JP or **s9(2)(a) OIA** **s9(2)(a) OIA**. A draft Cabinet Appointments and Honours (APH) Committee paper and associated forms to support consultation with your Ministerial colleagues are attached (Appendix A and Appendix B).

Background

2. The Committee is a Lottery distribution committee established under the Gambling Act 2003. You appoint the five members including one member as the Presiding Member. Members can be appointed for up to three years at a time and can be reappointed.
3. The Committee operates as part of the Oranga Marae Programme which provides grants to support the physical and cultural revitalisation of marae as centres of Māori identity and mātauranga.
4. The current membership is listed in Table 1. The terms of two members, the presiding member, Edward Ellison, and member Ms Bigham, have expired. They continue in office until they are reappointed, replaced, or resign. Mr Ellison is retiring and Ms Bigham is seeking reappointment.

Table 1: Membership of the Oranga Marae Committee

Name	Location and Iwi	First appointed	End date of current term
Edward Ellison (Presiding Member)	Dunedin Ngāi Tahu	1 February 2013	1 March 2021
Bonita Bigham	Manaia Ngāruahine and Te Ātiawa	15 April 2019	1 March 2021
Niwa Nuri	Hamilton Te Arawa and Whakatōea	15 April 2019	1 March 2022
Arihia Tuoro	Ōpōtiki Whakatōea	1 October 2016	1 March 2022
Matthew Te Pou MNZM MBE BEM	Tāneatua Ngāi Tuhoe	15 April 2019	1 March 2022

The process to date

5. A call for nominations closed on 1 August 2021. Applications were received from 13 candidates including eight nominated by Te Puni Kōkiri.
6. You considered the applications and made in-principle decisions to promote Matthew Te Pou MNZM MBE BEM to presiding member for the remainder of his term, to reappoint Ms Bigham as a member, and to appoint either Ms Tana or **s9(2)(a) OIA** as a replacement for Mr Ellison. These decisions were subject to consultation with the Minister for Māori Development, Hon Willie Jackson [IA202100896 refers].

7. Mr Te Pou subsequently withdrew his application. You then made an in-principle decision to promote Ms Bigham to Presiding Member on her reappointment and to continue to seek Hon Willie Jackson's feedback on the appointment of either s9(2)(a) OIA or Ms Tana a new member [IA202101280 refers].
8. You wrote to Hon Willie Jackson on 13 September 2021. On 19 October 2021 his office advised that the Minister has no preference for either s9(2)(a) OIA or Ms Tana to be appointed.

Recommended appointment

9. The Department of Internal Affairs (the Department) recommends that you appoint Ms Tana as she holds a number of current iwi governance and service delivery roles in Te Tai Tokerau. While s9(2)(a) OIA has extensive experience providing financial advice to marae, s9(2)(a) OIA does not have the same level of current involvement in hapu and iwi governance and service delivery.
10. Ms Tana is from Titoki near Whangārei and is affiliated to Ngāti Hine and Ngāti Manu. She is the Chair of the Ngāti Hine Health Trust, the Secretary of Te Runanga o Ngāti Hine, and the Secretary of Motatau Marae. Ms Tana was nominated by Te Puni Kōkiri.

Next steps

11. You are asked to confirm your previous in-principle decision to reappoint Ms Bigham and to promote her to presiding member. You are also asked to agree to appoint either Ms Tana or s9(2)(a) OIA as a member. It is recommended that you then consult with your Ministerial colleagues on your proposed reappointment and appointment.
12. A draft APH paper and supporting forms for consultation with your Ministerial colleagues are attached.
13. The proposed deadline for feedback from your Ministerial colleagues is 9 November 2021. This will enable the Department to incorporate any feedback received on the draft APH paper and to upload the final paper and forms to *CabNet* in time to be considered by APH on 17 November 2021.
14. The updated deadlines for each of the steps in the appointments process are set out in the indicative timeline in **Appendix C**.

Recommendations

15. We recommend that you:

- a) **confirm** your previous in-principle decision to reappoint Bonita Bigham to the Oranga Marae Committee and to promote her to Presiding Member for a term of office beginning on 13 December 2021 and ending on 1 March 2024;
- b) **agree** to appoint Rowena Tana JP as a member of the Oranga Marae Committee for a term of office beginning on 13 December 2021 and ending on 1 March 2024;

Yes No

Yes No

OR

- c) **agree** to appoint **s9(2)(a) OIA** as a member of the Oranga Mārae Committee for a term of office beginning on 13 December 2021 and ending on 1 March 2024; **Yes/No**
- d) **agree** to consult with your Ministerial colleagues on your proposed appointments, using the attached draft Cabinet paper and associated forms; and **Yes/No**
- e) **authorise** the Department to upload the final Cabinet paper and associated forms, incorporating feedback from consultation, into *CabNet* for consideration by the Cabinet Appointments and Honours Committee on 17 November 2021. **Yes/No**



Anita Balakrishnan
Tumuaki | Director Ministerial, Monitoring, and Capability Group



Hon Jan Tinetti
Minister of Internal Affairs

23 /10 /2021

Priority: Routine

Appendix A: Draft Cabinet paper

Released under the Official Information Act 1982

In Confidence

Office of the Minister of Internal Affairs

Chair, Cabinet Appointments and Honours Committee

ORANGA MARAE COMMITTEE: APPOINTMENT AND REAPPOINTMENT

Proposal

- 1 This paper outlines my intention to make appointments to the Oranga Marae Committee (the Committee).

Background

- 2 The Committee is one of a series of Lottery distribution committees established under the Gambling Act 2003. I appoint all five members including one member as the presiding member. Members can be appointed for up to three years at a time and can be reappointed.
- 3 The Committee operates as part of the Oranga Marae Programme (the Programme) which supports the physical and cultural revitalisation of marae as centres of Māori identity and mātauranga.
- 4 Te Puni Kōkiri and the Department of Internal Affairs administer different grants under the Programme. Te Puni Kōkiri administers grants, using Crown funding, to develop Marae Development Plans and for Technical and Feasibility Support payments.
- 5 The Department of Internal Affairs administers grants, using Lottery funding, for capital works and other enhancements as part of the Marae Development Implementation Phase.
- 6 The role of Te Puni Kōkiri in the Programme, and the importance of the Programme to Māori communities, means that the Minister for Māori Development has a close interest in appointments to the Committee. I have consulted with the Minister in selecting my preferred candidates.

Appointment criteria

- 7 I sought candidates with knowledge of marae operations, the role of marae in Māori communities, financial skills and knowledge of buildings' restoration.

Comment

Appointment of a new presiding member

- 8 I propose to reappoint **Bonita Bigham** and to promote her to presiding member for her new term of appointment. Ms Bigham will replace presiding member, Edward Ellison who has retired.

- 9 Ms Bigham is from Manaia in Taranaki and is affiliated to Ngāruahine and Te Ātiawa. She offers knowledge of te ao Māori in addition to her institutional knowledge about the Committee.
- 10 Ms Bigham has a background in iwi governance and local government and was recently appointed as a temporary local government commissioner. Her governance experience includes appointments to the New Zealand Geographic Board and the Taranaki / Whanganui Conservation Board.

Appointment of a new member

- 11 I propose to appoint **Rowena Tana JP** as a member. Ms Tana is from Titoki near Whangārei and is affiliated to Ngāti Hine and Ngāti Manu. She is the Chair of the Ngāti Hine Health Trust, the Secretary of Te Runanga o Ngāti Hine, and the Secretary of Motatau Marae. Ms Tana has extensive networks within Māori communities and was nominated by Te Puni Kōkiri.

Proposed terms of office

- 12 I propose to reappoint Ms Bigham and to appoint Ms Tana to terms of office beginning on 13 December 2021 and ending on 1 March 2024.

Representativeness of the appointments

- 13 I am satisfied that the proposed appointments will provide for a well-balanced committee in terms of age, gender, geographic and iwi representation, and an appropriate mix of skills and experience. Ms Tana's appointment will provide representation from Te Tai Tokerau / Northland which is currently lacking on the Committee.

Remuneration

- 14 The Committee is a Group 4 Level 4 entity under the Cabinet Fees Framework. Fees were reviewed in 2019 and increases were approved by the Minister of State Services in February 2020. Fees have not been reviewed as part of this year's appointment round.

Appointment process and consultation

- 15 I can confirm that an appropriate process has been followed in selecting the proposed appointees, in terms of the Te Kawa Mataaho Public Service Commission appointment guidelines. In summary, that has involved seeking nominations from the state sector nominating agencies and public advertising. Nominations were also sought from Ministerial colleagues including the Minister for Māori Development.

Conflicts of interest

- 16 I can confirm that appropriate enquiries concerning conflicts of interest have been carried out in accordance with the Te Kawa Mataaho Public Service Commission appointment guidelines. In the event of any actual or potential conflicts of interest arising, all candidates have agreed to promptly declare that

conflict and abide by any decision made about the management of that conflict.

Timing and Publicity

- 17 I will decide on the final arrangements for publicising these appointments when decisions are finalised.

Recommendations

- 18 I recommend that the Committee note my intention to make the following appointments:
- 18.1 reappoint **Bonita Joanne Bigham** to the Oranga Marae Committee and to promote her to presiding member for a term of office beginning on 13 December 2021 and ending on 1 March 2024; and
 - 18.2 appoint **Rowena Ngaio Tana JP** as a member of the Oranga Marae Committee for a term of office beginning on 13 December 2021 and ending on 1 March 2024.

Authorised for lodgement

Hon Jan Tinetti
Minister of Internal Affairs

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Appendix B: Associated forms

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APH Organisation Form

Organisation and Responsible Portfolio

Lottery Oranga Marae (Internal Affairs)

Brief Outline of the Functions and Responsibilities of the Organisation

The Lottery Marae Heritage and Facilities Committee was established under Section 116K of the Gaming and Lotteries Act 1977 to distribute the profits of New Zealand Lotteries such as Lotto, Lotto Strike, Instant Kiwi and Keno as allocated by the Lottery Grants Board. Its continuation is provided for under the Gambling Act 2003.

The Committee makes grants available for projects that are part of a programme for phased improvement of marae-based facilities.

Current Membership

Name	Gender Identity	Region	Ethnicities (and Iwi if applicable)	Date of original appointment	Expiry date of present term
Niwa Rangi Nuri	████	Waikato (Hamilton)	s9(2)(a) OIA ██████████ ██████████	15 April 2019	1 March 2022
Matthew (Matt) John Kenneth Te Pou MNZM MBE BEM	████	Bay of Plenty (Tāneatua)	s9(2)(a) OIA ██████████	15 April 2019	1 March 2022
Arihia Elizabeth Tuoro	██	Bay of Plenty (Ōpōtiki)	s9(2)(a) OIA ██████████	1 October 2016	1 March 2022
Edward Weller Ellison	████	Otago (Dunedin)	s9(2)(a) OIA ██████████	1 February 2013	1 March 2021
Bonita Joanne Bigham	██	Taranaki (Manaia)	s9(2)(a) OIA ██████████ ██████████	15 April 2019	1 March 2021

Date: 20/10/2021

Candidate CV Form

Name	Bonita Joanne BIGHAM
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The Position

Organisation/Entity	Oranga Marae Committee
Position	Presiding Member
Term	13 December 2021 – 1 March 2024
Payment	\$313 per day

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none"> • Strong community and local government networks and experience • Iwi and public sector governance experience • Background in journalism, facilitation, and adult learning
Possible conflicts of interest	Ms Bigham has not declared any conflict of interests.
Proposals for conflict management	Ms Bigham has declared that she will promptly declare any actual or potential conflict of interest or probity issue to the Minister, who will decide how the conflict or probity issue can best be managed. She has agreed to abide by any decisions about the management of that conflict or probity issue. She has acknowledged that, in the event that a conflict or probity issue cannot be managed, the Minister may reconsider the suitability of her continuing to be a member.

The Candidate

Name	Bonita Joanne BIGHAM
Address	Manaia, Taranaki
Ethnicities	s9(2)(a) OIA
Age range	s9(2)(a) OIA
Gender	s9(2)(a) OIA
Current or most recent Employment	<ul style="list-style-type: none"> • Consultant, Taniko Connecting Communities, (2021–present) • Grants Assessor, Creative New Zealand (2019–present) • Poutakawaenga, Pouuruhi Te Korowai o Ngāruahine Trust (2019–2020)
Government board appointments held	<ul style="list-style-type: none"> • Temporary Commissioner, Local Government Commission (2021–present) • New Zealand Geographic Board, Local Government New Zealand appointee (2020–present) • Member, Taranaki Whanganui Conservation Board (2020–present) • Member, Oranga Marae Committee, (2019–present) <p><i>Local government</i></p> <ul style="list-style-type: none"> • Iwi appointee, Taranaki Regional Council, appointment (2020–present) • Member, Local Government New Zealand, National Council (2018–present) • Chair, Te Maruata, Local Government New Zealand subcommittee (2015–present) • Councillor, South Taranaki District Council (2010–present)
Private and/or voluntary sector board appointments held	<ul style="list-style-type: none"> • Taranaki representative, Te Ātinga (Visual Arts Committee), Toi Māori Aotearoa (2021–present) • Member, Kātere Ki Te Moana Trust Board (2020–present) • Chairperson, Toi o Taranaki Ki Te Tonga (2020–present) • Member, Dairy Trust Taranaki (2018–2019) • Trustee, Sport Taranaki (2014–2019) • Member, Creative Communities Panel (2014–2015) • Member, Te Korowai o Ngāruahine Trust Board (2014–2016)

<p>Qualifications and experience</p>	<p><i>Qualifications</i></p> <ul style="list-style-type: none"> • Master of Māori Visual Arts (Distinction), Massey University (2021) • Toi Paemātua: Diploma in Māori and Indigenous Art Level 5, Te Wānanga o Aotearoa (2020) • Master of Fine Arts (second class honours), Massey University (2019) • Certificate in Creative Technologies Level 3 (2014) • National Diploma in Journalism, Western Institute of Technology at Taranaki (2001) • Certificate in Adult Teaching Levels 1 and 2 (1990) <p><i>Professional membership</i></p> <ul style="list-style-type: none"> • New Zealand Institute of Directors (2020) • Resource Management Act Commissioner (recertified in 2014 and 2019)
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Date: 20/10/2021

Released under the Official Information Act 1982

Candidate CV Form

Name	Rowena Ngaio TANA JP
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The Position

Organisation/Entity	Oranga Marae Committee
Position	Member
Term	13 December 2021 – 1 March 2024
Payment	\$232 per day

How the Candidate Meets the Needs of the Position

Skills and attributes the candidate will bring to the position	<ul style="list-style-type: none">• Knowledge of marae operations• Iwi governance experience
Possible conflicts of interest	Ms Tana has declared Motatau Marae has previously applied for Oranga Marae funding but does not have any current applications.
Proposals for conflict management	Ms Tana has declared that she will promptly declare any actual or potential conflict of interest or probity issue to the presiding member, who will decide how the conflict or probity issue can best be managed. She has agreed to abide by any decisions about the management of that conflict or probity issue. She has acknowledged that, in the event that a conflict or probity issue cannot be managed, the presiding member will inform the appointing Minister and that the Minister may reconsider the suitability of her continuing to be a member.

The Candidate

Name	Rowena Ngaio TANA JP
Address	Northland / Te Tai Tokerau (Titoki – Whangārei)
Ethnicity	s9(2)(a) OIA
Age range	s9(2)(a) OIA
Gender	s9(2)(a) OIA
Current or most recent Employment	<ul style="list-style-type: none"> • Chair, Ngāti Hine Health Trust (2018–present)
Government board appointments held	<ul style="list-style-type: none"> • None stated
Private and/or voluntary sector board appointments held	<ul style="list-style-type: none"> • Director, Northern Adventure Experience Limited [regional development funding] (2019–present) • Director, The Humble Sandfly [business consultancy] (2015–present) • Director, Tataramoa Limited [administrative services] (2014–present) • Secretary, Te Runanga o Ngāti Hine (2009–present) • Secretary, Motatau Marae (2008–present)
Qualifications and experience	<p><i>Qualifications</i></p> <ul style="list-style-type: none"> • Diploma of Dairy Technology, Fontera (1998) <p><i>Employment experience</i></p> <ul style="list-style-type: none"> • Not stated <p><i>Professional memberships</i></p> <ul style="list-style-type: none"> • Member, Royal Federation of New Zealand Justices' Associations (2018–present)

Date: 20/10/2021

Appendix C: Indicative timeline

Step / stage	Deadline
Department provides a decision briefing including a draft Cabinet Appointments and Honours Committee (APH) paper	By 22 October 2021
Minister selects preferred candidates	By 26 October 2021
Ministerial consultation on draft APH paper	28 October 2021 – 9 November 2021
Department uploads final paper in <i>CabNet</i>	By 10am 11 November 2021
Minister's office lodges final paper in <i>CabNet</i>	11 November 2021
APH notes intended appointments	17 November 2021
Cabinet confirms appointments	22 November 2021
Appointment documents briefing	By 25 November 2021
Parliamentary recess (29 November – 3 December 2021)	
Minister signs the letters of appointment	By 2 December 2021
The Department notifies the unsuccessful candidates	By 3 December 2021
Start date for new terms of office	13 December 2021