



Mangahanea Marae

Charter

MANGAHANEA MARAE CHARTER

1. Name and Location

- 1.1 The common name of the marae is Mangahanea Marae.
- 1.2 It is located at 227 Tuparoa Road, Ruatoria.
- 1.3 The land on which the marae sits is a Maori reservation set aside for the purpose of a marae for Te Whānau-a-Hinetapora.

2. Charter Purpose

- 2.1 This Charter was made under the Maori Reservation Regulations 1994 to set out clearly the purpose of the marae and the role of the marae trustees in managing and running it.
- 2.2 The function and purpose of the marae is to:
 - 2.2.1 Provide suitable physical structures for beneficiaries to meet for hui, tangihanga, karakia, hui-a-tau or for any other purpose that enables them to express themselves as whānau, hapū or iwi, and to host manuhiri,
 - 2.2.2 Uphold whakapapa and kōrero pertaining to the marae and its beneficiaries,
 - 2.2.3 Support hui and wānanga to advance the cultural, spiritual, physical, educational, and recreational well-being of the beneficiaries, and
 - 2.2.4 Tautoko the beneficiaries and their whānau in times of need.

3. Strategic Purpose

The Trust's strategic purpose is:

Ngā Whāinga - Mā te manaakitanga me ngā tikanga a tō mātau ka tauawhitia a tātau tamariki, whānau, manuhiri hoki e te aroha, te whanaungatanga me to wairua.

(To ensure our children, families, communities and visitors will always be embraced with aroha, whanaungatanga and waiuatanga through strong marae practices, manaakitanga and tikanga).

4. Vision

Tirohanga Whakamua – He wāhi haumarū he wāhi whakaongaonga a Mangahanea – he wāhi Manaaki me te whakaora i a tātau Tamariki, whānau, manuhiri hoki.

(Mangahanea Marae is safe and vibrant place where our children, families, communities and visitors find comfort and thrive).

5. Principles and Values

- 5.1 **Manaakitanga (Caring):** The need to care for and help each other. The importance of caring about people, our children, whānau, kaumatua and the community.
- 5.2 **Kaitiakitanga (Guardianship):** The need to protect and preserve our taonga and all the things that we treasure. The need to preserve the tikanga of Te Whānau a Hinetapora, which is the essence of who we are. It is our heritage.
- 5.3 **Aroha (Love):** The need to have respect for ourselves and for others. The need to ensure we support our families wherever they are.
- 5.4 **Whanaungatanga (Relationships):** The importance of Tamariki learning and valuing their relationships with each other, their whānau and their community. The

relationships we develop by working co-operatively with ourselves and with others.

- 5.5 **Kotahitanga (Unity):** The need to work in unity to ensure we move as one as we pursue our dreams and goals.
- 5.6 **Wairuatanga (Spirituality):** The need to never lose sight of the Wairua within us.
- 5.7 **Tika me te Pono (Correct & True):** The need to uphold tika (what is right) and pono (with utmost honesty) in Manaakitanga, Kaitiakitanga, Aroha, Whanaungatanga, Kotahitanga, Wairuatanga.

6. Trustees

- 6.1. There shall be 11 trustees.
- 6.2. All trustees must be beneficiaries.
- 6.3. Once elected, the trustees will appoint the chairperson, secretary and treasurer ideally from among their number.
- 6.4. After the Annual General Meeting the trustees will confirm a postal address for the registered office of the marae each year so that the trustees can receive mail.

Term of Office

- 6.5. All elected Trustees shall serve for a period of up to four years but may stand for reelection if so nominated.
- 6.6. To remain current a trustee should aim to attend all meetings.
- 6.7. A trustee remains in office during their term unless he or she is removed by order of the Court.
- 6.8. A trustee may resign sooner if he or she wishes or may be removed by the Māori Land Court if it considers this to be necessary after hearing relevant evidence.
- 6.9. A trustee will be deemed to have resigned if they:
 - 6.9.1. Miss three consecutive trustee meetings without giving an apology; or
 - 6.9.2. At the discretion of the Trust if five consecutive trustee meetings have been missed whether or not they have given an apology.
 - 6.9.3. In either case, the chairperson will inform the trustee in writing that they are no longer a trustee.

Persons who are not allowed to be a trustee:

- 6.10. The following are persons not entitled to act as trustees:
 - 6.10.1. Persons under 18 years of age;
 - 6.10.2. Undischarged bankrupt;
 - 6.10.3. Persons subject to a Compulsory Treatment order under part 11 of the Mental Health Act 1992;
 - 6.10.4. Persons convicted of an offence punishable by imprisonment for a term of six months and whose sentence has not yet been served;
 - 6.10.5. Persons disqualified as a director of a company registered under the Companies Act 1993 or its predecessor;
 - 6.10.6. Persons who have in the past been removed as a trustee of a trust by order of a court.

Nominations

- 6.11. Nominations must be in writing.
- 6.12. Nominations must be received by the secretary no later than seven (7) days before the Annual General or Special General Meeting at which an election will be held.
- 6.13. The secretary must reply to the person making the nomination to confirm they

have received it.

- 6.14. The secretary must contact the nominee to ensure they consent to their nomination.
- 6.15. Candidates must attend the meeting for the election, and before the voting takes place must briefly address those present about why they would be a suitable trustee (outlining individual skills and experience of benefit to the Trust; and demonstrating a commitment to the aims of the marae).

Voting

- 6.16. Voting for election of trustees will be by ballot of those beneficiaries attending the meeting.
- 6.17. There will be no proxy voting.
- 6.18. Independent non-voting scrutineers shall be appointed by the Trustees or beneficiaries to count the ballot.

Notice

- 6.19. Notice of Annual General Meetings and Special General Meetings ('General Meetings') will be issued a minimum of 21 days before the specified meeting.
- 6.20. The notice will state the date, place and time when the meeting will occur, and will outline the agenda. In the case of a Special General Meeting, the notice will state first the reason for holding the meeting.
- 6.21. The notice will be posted on relevant media such as the Marae's Facebook page, Gisborne Herald, and over iwi radio.

Quorum

- 6.22. At meetings of trustees, a majority of trustees must be present to have a quorum. If there is no quorum, the trustees may meet, but no decisions are effective until ratified by a majority of trustees at their next meeting.
- 6.23. At General Meetings, a majority of trustees and at least the same number of beneficiaries must be present to have a quorum. If there is no quorum, the meeting may not proceed.

Maori Land Court

- 6.24. The trustees must advise the Maori Land Court of the names of the trustees elected at the applicable General Meeting.
- 6.25. The election of trustees is subject to confirmation by the Maori Land Court.
- 6.26. The trustees must advise the Maori Land Court of the names of the trustees elected at the applicable General Meeting within 14 days of the trustee(s) being elected

7. Trustees' Duties

- 7.1. Trustees must uphold, practice and promote the values of the Trust.
- 7.2. The trustees must:
 - 7.2.1. Manage and maintain the chattels, buildings and grounds of the marae;
 - 7.2.2. Obtain permissions and consents as necessary to enable the upkeep, restoration and new construction of buildings as required;
 - 7.2.3. Assess the need for and where possible provide other amenities that may be

- beneficial for the life of the marae;
- 7.2.4. Maximise the assets of the marae, and minimise its liabilities;and
- 7.2.5. Run the marae as efficiently and effectively as possible.
- 7.3. Trustees should attend regular trustees' meetings and General Meetings.
- 7.4. If a trustee cannot attend a trustee meeting, they must give an apology to the secretary prior to the meeting.

Finances

- 7.5. The trustees will receive and apply monies due and ensure that accounts are properly kept so that there is at all times a good record of the finances of the marae.
- 7.6. The Trust's financial year-end will be 31 March.
- 7.7. The year-end accounts will be prepared by qualified accountants.
- 7.8. Annual auditing of the accounts will be at the discretion of the trustees and announced at the General Meeting. Annual accounts will be presented to beneficiaries at the next following General Meeting.
- 7.9. The accounts must be available for trustees to inspect at every trustee meeting.
- 7.10. The trustees will seek funding from relevant agencies to maximise the well-being of the marae.

Records

- 7.11. The trustees will maintain and secure all records and property of value (including taonga).
- 7.12. The trustees will establish and maintain an up-to-date register of beneficiaries.
- 7.13. The Trustees shall keep a proper record in a minute book of all decisions taken and business transacted at every meeting of the Trust and Sub-Committee(s).

8. Meetings

- 8.1. The trustees shall meet as required, at least monthly.
- 8.2. The Annual General Meeting shall be held within six months of the end of the financial year (31st March).
- 8.3. At the Annual General Meeting:
 - 8.3.1. The trustees will present to the beneficiaries an account of the Trust's income and expenditure, a balance sheet and cashflows for the period under review that has been prepared by suitably qualified accountant;
 - 8.3.2. The chairperson will present a report outlining the events, achievements and issues of the past year.
 - 8.3.3. Where needed, to bring the trustee numbers to 12, an election of trustees will be conducted as outlined in 6.11 to 6.22 above.
 - 8.3.4. The beneficiaries will have the opportunity to discuss marae business and recommend objectives for the coming year.

9. Delegations of Authority

- 9.1. A chairperson who cannot attend a meeting may delegate the role to another trustee.
- 9.2. The trustees may co-opt people to assist them with any aspect of business, but a co-opted member may not vote.
- 9.3. Co-opted members may only serve for one year at a time, but they may be reappointed at the convenience of the Trust. Such appointments may be made at

any time of the year.

- 9.4. Co-opted members must uphold, practice and promote the values of the Trust.

Subcommittees

- 9.5. The trustees may appoint subcommittees to oversee any aspect of marae business.
- 9.6. At the time of appointing a subcommittee, the trustees shall set out in writing the terms of reference.
- 9.7. At least one trustee shall sit on any subcommittee.
- 9.8. Sub-committees and individuals when acting on behalf of the Trust must uphold, practice and promote the values of the Trust.

10. Dispute resolution

The Trust will provide by way of a policy a process to manage disputes and/or disagreements that arise.

11. The Mangahanea Marae Charter

- 11.1. The charter may be amended only at an Annual General Meeting.
- 11.2. To amend the Charter, a 75% majority vote of the trustees and beneficiaries present is required.
- 11.3. The secretary will ensure that every five years a review of the Charter will be included in the agenda for the Annual General Meeting.
- 11.4. A copy of the Charter will be permanently available for beneficiaries to consult on the marae Facebook page or any other online portal for the marae that may be used instead.

12. Confirmation

Following consultation with beneficiaries, this charter was brought into effect at an Annual General Meeting of Mangahanea Marae held on 2 November 2025.