

Okapu F2 Trust Chairman's Monthly Report: APRIL 2020

On Sunday 1st March at the Okapu F2 Trust meeting, I was officially nominated as chairman of the Okapu F2 Trust. I thank my fellow Trustees for their trust and confidence in nominating me for this position. I am motivated to ensuring that Trust continues to grow its assets while planning and protecting the Trust for the future.

I acknowledge all previous Trustees who have shared their skills and experience in helping to grow the Okapu F2 Trust and for where we are today.

And in a short space of time since I was nominated as chair, our world as we know has changed forever. COVID-19 has set a course of destruction on our world, our economy and our own daily life. Words that have now become our normal are Bubble, Stay home and self-Isolation. These effects of COVID-19 will impact us for some time to come and we must be prepared in our environment for changes and we must be ready to adapt.

Our operations fall under the Primary Industries and we are fortunate that our farming operations are an essential service for the welfare and care of livestock and food production. Our staff have continued to work and in some way due to the geographical nature and location of the farm, they already work in some form of isolation. I want to thank our staff for their continued efforts and commitment in the work they perform daily.

A post on our Okapu F2 Trust Facebook page on 25/03/2020 advising owners and the local community of the farm continuing to operate under Alert level 4 lockdown was posted, to help avoid any misunderstanding when locals see our employees continuing to work on the farm.

The idea behind this this monthly chairman's report is to provide an update to owners on the affairs of the Trust and the direction in which the Trust is moving.

Technology:

Alert level 4 has meant different ways of working and we're fortunate enough to have technology to help keep us connected through 'virtual team meetings' like Zoom video conferencing with work colleagues.

The Trustees will be utilising this technology for our own Trust meetings with the first Zoom video meeting on Sunday 19/04/2020.

Farm Consultant:

A written request by owners at the last AGM to engage a farm consultant has been actioned and we have engaged Ruby Mulinder from LIC Farm Wise Consultants. Ruby has many years' experience in dry stock sheep & beef farming. She'll be joining the Trustees Zoom meeting on 19/04/20 to share more about her role. We're

looking forward to hearing more about Ruby's skills and experience and how she can support and assist the Trustees in growing the assets and further diversification options.

Lawyer:

A good strong Trust is made up of professionals who possess the necessary skills that are utilised to support the Trustees in fulfilling their duties. These professionals include accountants, lawyers, farm consultants and others to name but a few.

The Trust is a legal identity and the Trustees often deal with employment contracts, Memorandum of Understandings with local councils, Insurances and other legal matters. As such the Trust needs to employ a lawyer for times when the Trustees require legal expertise.

Peter Jefferies from Jeffries Law Ltd will be joining the Trustees Zoom meeting on 19/04/2020. Peter has experience in supporting other similar Maori land trusts and deals with Maori Corporations, Maori Land Trusts, Maori Land Development, employment and other legal areas.

Farm Manager weekly report:

Another area of responsibility that Trustees have is to keep in regular disclosure or contact with beneficiaries, meaning keeping beneficiaries updated on the affairs of the Trust. To help achieve this, the Trustees will be implementing a new Farm Manager Weekly Report, called "[Weekly Round Up](#)"

The purpose of the this 'Weekly Round Up' report is for the Farm manager to provide a weekly 'snap shot' of happenings on the farm, major tasks undertaken, good news stories and identify potential risks or issues for the Trustees attention.

A summary of this report will then be posted on our website for owner's information.

Website:

In following on from keeping beneficiaries updated on the affairs of the Trust. The Trustees have engaged the services of a Website designer who is assisting the Trustees to create and design a Trust website.

We live in a digital age and the Trustees understand that having an online presence is essential for our business. It will help us to build and promote the Trust online and will help make information to owners more accessible and readily available.

(It is acknowledged that the former Trustees in 2007-2010 had created a website for the owners, however this ceased operating in approx. 2011)

Logo:

At the very basic level, logos are symbols made up of text and images that help us identify brands we like. But they can be so much more! A good logo is the cornerstone of a brand. It helps people understand what you do, who you are and what you value. Logos can create strong visual associations with a business. This association helps customers keep your brand in mind.

Think about brands like Nike, Adidas or McDonalds, whose logos are everywhere, and they can be instantly recognized with or without the name attached. It's no surprise that logos are such a central part of brand identity.

The Trustees will be calling for owners to help create and design a Logo for the Okapu F2 Trust. Which will help create an identity for the Trust.

This will be created as part of a competition. Owners, their children or grandchildren can design and create a logo that will be used for the Trust for generations to come. This logo can be used on our website, social media, and letter head and on our own area on the farm such a welcome sign.

Owners will submit their designs to the Trustees who will compile a short list of 4 logo designs prior to the AGM and owners will then get to vote for 1 of the 4 designs at the AGM. All shortlisted designs will win a prize and there will be a major prize pack for 1st place and 2nd prize pack for runner up.

So watch this space as further announcements will be made in the next few weeks.

(It is acknowledged that the former Trustees in 2007-2010 had created a logo for the Trust, however this logo ceased operating in approx. 2011 and the Trust does not own copy rights to this logo)

Portfolios:

To enable the Trustees to best perform our duties and to assist with transparency and accountability for our actions, we have created portfolios where each Trustee has an area of responsibility. The Trustees must still adhere to the roles and responsibilities of Trustees and still must act jointly. As outlined by the Maori Land court "*Trustees must work together with any other trustees appointed for the trust. Whilst you can act by majority, you all share equally in any decisions made by the trust, good or bad*"

Trustees will be appointed to a portfolio and they will administer this portfolio and be responsible for the actions undertaken. Each Trustee will report at the Trust meeting on their portfolio of responsibility. All Trustees will continue to work in consultation with one another as outlined above and any decisions in each portfolio will still require the full Trust board approval. The list of portfolios is still to be finalised and further update will be provided after the meeting on 19/04/20

Policy and Procedures = Such as Health and Safety and ensuring the Trust has policies to assist the Trustees in our duties.

Staff (Farm Manager) = Such as Maintaining weekly phone contact with farm manager, ensuring “Weekly Round Up” report is completed by farm manager. Discussing risks identified in weekly report, updating Trust board weekly of progress / issues on farm.

Financial = Such as an overview of finances and investment opportunities.

Employment / Training = Such as Investigating and identifying training opportunities for owners or rangatahi. Looking at other employment opportunities on the farm for owners.

Housing = Such as ensuring Trustees adhere to tenancy laws and responsibility of regular house / property inspections.

Strategic Planning:

In July 2019 the Trustees undertook a strategic planning session with Garry and Kiri from Community Waikato, this session was valuable in helping the Trustees to set a clear direction of goals and plan for the future. The Trustees are still to complete stage 2 of this strategic planning session, and we endeavour to have this completed near the middle of this year. Watch this space.

Maori Land Court:

James, Patrick and Phillip are still yet to be sworn in at the Maori Land court. The April court hearing was postponed due to COVID-19 and being in lockdown. The Maori land court will advise a new date for the hearing and once confirmed, James, Patrick and Philip will then be sworn in as Trustees.

Progress Plan:

The following timeline is to assist in the planning of recent announcements made:

May	June	July	Aug	Sept	Oct	Nov	Dec
Engage Farm consultant	Portfolios operational	MLC Hearing (TBC)	Strategic planning session part 2	Logo Competition closes.	Trustee’s pre AGM planning day.	AGM and logo voting	
Engage Lawyer							
Okapu F2 website operational							
Weekly Round Up operational							

Logo Competition commence							
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Report completed by:



James Mahara

Chairman

Okapu F2 Trust

17/04/2020