



## Social Service Providers Te Pai Ora o Aotearoa Minutes of the Annual General Meeting 2023 Online via Zoom, 3:30pm, Tuesday 28 November 2023

**In attendance:**

<b>Attendee</b>	<b>Member organisation</b>
Andrea McLeod	Anglican Trust for Women & Children (ATWC)
Annie Firaza	Life to the Max Trust Whanganui
Brenda Simmons	Fonua Ola Network
Claire Ramsay	Otago Youth Wellness Trust
Fiona Ironside	Key Assets NZ
Kelly Feng	Asian Family Services
Lorraine Scanlon	Homebuilders West Coast Trust
Marihi Langford	Tuhiata Mahi Ora Trust
Michelle Clayton	Family Action Whanau Toa
Nicole Coupe	Kirikiroa Family Services Trust (KFST)
Prudence Stone	Presbyterian Support NZ
Raewyn Persson	Parentline Manawatu
Tracey Wakefield	Restorative Justice Services Ōtautahi Christchurch
Tuhi Leef	Pillars Ka Pou Whakahou
Victoria Newcombe	Presbyterian Support Upper South Island
Zoe Witika-Hawke	E Tipu E Rea Whānau Services
Te Pai Ora SSPA staff	Belinda Himiona, Clare Docherty, Fiona Bawden, Rachel Grant, Sarah Fullarton-Boyce

[16 attendees from 16 member organisations plus 5 Te Pai Ora SSPA staff.]

### 1. Karakia timatanga and welcome

Te Pai Ora SSPA National Executive Co-Chair, Victoria Newcombe, welcomed attendees to the 2023 AGM. Victoria advised that she and National Executive Co-Chair Zoe Witika-Hawke would be sharing the chairing of the AGM today.

It was confirmed that a quorum existed. Victoria handed over to National Executive member Tuhi Leef to open with karakia.

Zoe introduced the format of the hui and asked everyone present to introduce themselves and which organisation they are representing on the chat.

Zoe went through the housekeeping and asked members to use the chat function if there are any pātai throughout the hui. Victoria advised we would use reaction buttons; a raised hand to move a motion and the thumbs up reaction to second a motion or be in favour of; the surprised face to disagree or vote against.

A reminder that members must have full membership of Te Pai Ora SSPA and be fully paid up for the year to be eligible to vote.

It was advised that an election is not required due to the number of nominations received this year is the same as the number of places available.

## **2. Apologies**

Judy Matai'a, National Executive member

Libby Jones, Jigsaw North

## **3. Minutes of the 2022 AGM**

The meeting approved the minutes of the 2022 AGM as a true and accurate record.

**Moved** Victoria Newcombe, seconded Tuhi Leef. **Carried.**

## **4. Matters arising from the minutes**

There were no matters arising.

## **5. Words of reflection on the mahi of Te Pai Ora SSPA over the past year**

Victoria Newcombe shared some of the chief highlights that have occurred over the past year. She talked about the establishment of a Co-Chair model with her and Zoe stepping into that space and learning along the way, noting it is now five years since we adopted the tangata whenua and tauwiwi representation to our constitution.

Another highlight earlier in the year was our conference Whakamanawa, the first time to be held in person since 2019, giving us a great chance to build relationships and engage on issues core to our sector and communities. Conference is also a time we owe a debt to our Te Pai Ora SSPA team and Victoria took the opportunity to thank the group of wahine that is the Te Pai Ora team, otherwise known as the Part-Time Powerhouse.

A final highlight from Victoria is the pay equity extension, acknowledging what a huge milestone that is.

Zoe added her reflections over the past year and in particular her praise and gratitude for the Te Pai Ora SSPA team and their ability to advocate so strongly for the sector.

Zoe was keen to give particular mention to our first Maori CEO, newly appointed Belinda Himiona. She expressed gratitude for the support from our members towards the Te Pai Ora SSPA team over the past year, and expressed her excitement for our future with Belinda at the helm.

Belinda shared how terrific it was to meet everyone as SSPA's CEO and enjoy celebrating all the mahi undertaken over the past few months. She noted she has already learnt in her short time what a committed and hardworking sector that we are part of. She gave particular thanks to the team, Co-Chairs, National Executive and the members who have reached out with a wonderful warm welcome in her early weeks in the role, adding to the members present today to not hesitate to reach out to her if they have any queries or concerns.

Pulling together the Performance Report for today shows what a busy and impactful year Te Pai Ora has had. There has been much achieved already highlighted by the Co-Chairs but also acknowledging there is still much to do.

Belinda talked through the slides, noting these will be available on our website post-AGM.

Highlights include:

- We embraced our new visual identity and began using our Te Pai Ora SSPA rerenga kōrero gifted to us by Ngāti Toa Rangatira.

- We launched the Standing Up for Social Services Kaimahi Hauora campaign – to promote mental wellbeing within our sector.
- Learning and Development offerings strengthening social services capability and practice: 8 programmes, 329 attendees, 109 organisations.
- Influencing change: 2 submissions to Parliamentary Select Committees, 4 submissions to government agency and entity consultation processes, 3 policy papers and briefings, 6 member consultations to inform our submissions and government agencies.
- Continuing to advocate for our members by sharing their stories and being a voice for them in the media.
- Being the united voice of our members saw the pay equity extension being confirmed by Cabinet in June 2023.
- Our new website launched with a more engaging and enjoyable user experience. Some of the new features include a member directory, new resource library, interactive online membership form for new members, an easy “contact us” form. Our hope is that this refreshed website will be an asset for all our community-based social service providers.
- As part of our new visual identify, Te Whakakou, our weekly e-pānui has a new look and feel, continuing to provide updates on a range of issues within our sector, including news, key dates, updates in government and policy, L&D opportunities as well as job vacancies within the sector.
- Two issues of our magazine Kia Mauri Ora were published, highlighting best practice examples to hopefully inspire along with key developments from across the sector. It is the only publication of its kind in Aotearoa New Zealand.
- 286 attendees at our conference Whakamanawa were brought together over two days. A range of keynote speakers, panels and workshops, there was something for everyone. Wellbeing of our Kaimahi was woven throughout the conference.

## **6. Performance Report for the year ended 30 June 2023**

Zoe paid tribute to the services that our Treasurer Tuhi Leef has provided over the year.

Tuhi presented the financial reports for the year ended 30 June 2023. Key highlights include:

- SSPA’s net surplus for the F23 year is \$199,442.
- Total assets are 1,176,184 and total liabilities of \$54,163.
- Total accumulated funds of \$1,122,021, an increase from \$922,579 from the previous year.
- Total expenses increased about 20% this last financial year. Most of this cost can be attributed to delivering a successful Whakamanawa conference. Also an increase in wages and salaries; extra resource needed to deliver on our numerous key activities.
- In summary we are in a good financial position that allows us to deliver on our strategic priorities and deliver benefits to our members.

Zoe expressed her gratitude for Tuhi’s time and efforts and invited questions on the Performance Report from members and to use the chat function.

Three questions were posed:

1. From Dr Nicole Coupe, Kirikiriroa Family Services Trust – Is there any opportunity to increase revenue?

Zoe answered that there certainly are opportunities and that this is on the Boards’ agenda, specifically by way of increased funding from our current funders. Belinda added that we would like to go beyond our current mahi but that this needs to be carefully considered, and that we rely heavily on our Oranga Tamariki funding. We have also been successful in obtaining one-off grants, e.g. for our new website, and we will continue to explore these options.

2. From Kelly Fang, Asian Family Services – Is there any strategic plan for the ethnic provider members?

Zoe advised it has certainly been a discussion at board level as to how we address the needs of all our providers and that includes our ethnic communities and we would welcome meetings with those members. Belinda has on her agenda to get out and visit our members early in 2024 and she is very keen to hear from members about this and to understand best how we can lean in.

3. From Dr Nicole Coupe, Kirikiriroa Family Services Trust – What is our risk with the new government?

Zoe advised that we have different bits of korero coming through already from the new government and some things that we all have acknowledged could be risks to our sector. Belinda is already looking at how she can form relationships with our incoming ministers that relate to our kaupapa. Belinda advised our focus is to stay at the table to influence the decisions coming through. Simply put, the biggest risk to us will be that there will certainly be less funds. Belinda offered to speak offline with Nik if useful.

We are waiting with interest to see how the mini budget and the 100 day action plan roll out, and we will be updating members and commenting as and when that happens. We remain focused on our strength as members which is that we have a collective voice and that can be very impactful with Ministers.

There being no further questions, it was **moved** that the Performance Report for the year ended 30 June 2023 be accepted.

**Moved** Zoe Witika-Hawke, seconded Claire Ramsay. **Carried.**

## 7. Appointment of Auditor

The meeting approved a motion to appoint Moore Markhams as the auditor again for the year ended 30 June 2024.

**Moved** Victoria Newcombe, seconded Marihi Langford. **Carried.**

## 8. Amendments to the Te Pai Ora SSPA Rules

National Executive member Claire Ramsay talked through the proposed amendments explaining the reasoning behind them.

Many of the proposed changes are simply aligning language to reflect the introduction of our Co-Chair model.

Clause 6C has been amended and relates to clarifying criteria for student membership, which is that it is available to full-time students.

Clause 11.6 relates to the schedule of rotation for National Exec members, because of COVID and how the Executive was elected, we ended up with four members of the total of six rotating this year. This amendment is to ensure we have a staggered rotation so that we don't end up losing a whole group of experience and having to rebuild the experience and this amendment will ensure sustainability of the organisation.

Clause 11A.2 provides further clarity around the reference to rotation in 11.6.

Clause 11A.3 refers to extending the National Executive term to a three-year term. At present it is a two-year term. We propose to extend to three years to ensure sustainability and continuity for the organisation.

There were no questions or comments regarding the proposed amendments. The meeting approved a motion to adopt the amendments to the Te Pai Ora SSPA Rules as per the marked-up version circulated with the AGM papers.

**Moved** Zoe Witika-Hawke, seconded Andrea McLeod. **Carried.**

## 9. National Executive Nominations

Two nominations have been received for two tangata whenua vacancies. They are Marihi Langford of Tuhiata Mahi Ora Trust and Zoe Witika-Hawke of E Tipu E Rea Whānau Services.

This means that we do not require an election this year, we only require confirmation.

**Moved** Belinda Himiona, seconded Nicole Coupe. **Carried.**

Two nominations have been received for two tauwi vacancies. They are Judy Matai'a of Visionwest Community Trust and Victoria Newcombe of Presbyterian Support Upper South Island.

This means that we do not require an election this year, we only require confirmation.

**Moved** Belinda Himiona, seconded Fiona Ironside. **Carried.**

#### **10. General Business**

Victoria invited any items of general business. No items were raised.

#### **11. Karakia whakamutunga**

Tuhi closed the hui.

#### **12. Close of 2023 AGM**

There being no further matters of general business, Victoria Newcombe and Zoe Witika-Hawke thanked members for their attendance and confirmed the meeting officially closed.

The meeting ended at 4:32pm.