

NGATI WHAKAUE EDUCATION ENDOWMENT TRUST BOARD

POLICY FOR NGATI WHAKAUE EDUCATION ENDOWMENT TRUST BOARD AND SUDIMA JOINT HOSPITALITY SCHOLARSHIP

Policy Name	Ngati Whakaue Education Endowment Trust Board and Sudima Joint Hospitality Scholarship
Policy No	0616
Date Written	July 2013
Date Reviewed	May 2017 June 2023
Date Ratified	10 July 2017 12 June 2023
Signed (Chairman)	Mr Malcolm Short <i>ONZM</i>

1. PURPOSE:

- 1.1 Ngati Whakaue Education Endowment Trust Board (“**the Board**”) and Sudima Lake Rotorua (“**Sudima**”) are Landlord and Tenant respectively of the site known and operated as **Sudima Lake Rotorua Hotel**.
- 1.2 The Board and Sudima wish to develop and promote in partnership opportunities for Ngati Whakaue descendants for vocational development and educational qualifications in the Hospitality Industry.
- 1.3 To outline the process and terms of any Scholarships to be provided by the Board and Sudima for Ngati Whakaue descendants to obtain employment, training and junior leadership positions with Sudima Hotels and obtain qualifications in **various hospitality areas including**:
 - Diploma/Degree in Hotel Management
 - Diploma/Degree in Hospitality Management
 - Graduate Diploma in Hotel Management
 - Qualifications in HR, Business Management, Marketing
 - Diploma in Professional Cookery

2. ELIGIBILITY:

- 2.1 The Board will recognise only those applicants (including legally adopted children) who are:
 - Ngati Whakaue descendants of an original Owner in the Pukeroa Oruawhata Block; or
 - Descendants of one or more of the 6 Koromatua of Ngati Whakaue.
- 2.2 Whangai will be considered in terms of the Board's [Whakapapa policy \(2015\) Number 0611](#).
- 2.3 Applicants must (preferably) be residents in the Rotorua/Maketu District and must (preferably) have attended one of the following secondary schools in the Rotorua/Maketu District:
 - Te Kura Kaupapa Māori o Te Koutu
 - Te Kura Kaupapa Māori o Hurunga te Rangi
 - Rotorua Girls High School
 - Rotorua Lakes High School
 - Reporoa College
 - Te Wharekura o Ngati Rongomai
 - Te Kura Kaupapa Māori o Ruamata
 - Western Heights High School
 - Rotorua Boys High School
 - John Paul College
 - Te Puke High School
 - Te Kura Kaupapa Maori o Te Matai
- 2.4 Applications will not be available retrospectively - ie only from year of application.
- 2.5 Successful Applicants will not also qualify for the Board's Tertiary Grants.

3. CRITERIA FOR SELECTION:

3.1 Applications are invited each year from Ngati Whakaue Students and beneficiaries wishing to be employed in the Hotel/Hospitality Industry and undertake an approved programme of study in the chosen vocation following an initial employment period of up to one (1) year with Sudima Hotels. Any tertiary training shall be with an accredited Industry Training Organisation (ITO) or an accredited Education Provider where training and assessment is provided for a National (or local) Diploma/Degree as agreed between the Applicant, the Board and Sudima Hotels.

3.2 Applications will be considered based on:

- Initiative, attitude and motivation to succeed in the Hospitality Industry and their desired programme of study
- Commitment to whānau, hapū, iwi and community including cultural involvement
- Commitment and support (including financial support) of whānau for the Applicant during the term of the Scholarship
- Suitability and selection of tertiary component which will depend on performance as a Management Trainee

4. GENERAL REQUIREMENTS:

4.1 The Board and Sudima may award up to one Scholarship each year and this will be allocated by way of two parts. The total term of the Scholarship will be up to a maximum of 6 years subject to performance and annual review by the Board and Sudima Hotels.

Part A Employment by Sudima

The successful Applicants shall:

- (a) Be employed by Sudima Hotels as Trainees for a period of up to 1 year fixed term
- (b) Accept and enter into Sudima Hotels standard Individual Employment Agreement and abide by those terms which will include regular monthly reviews with Sudima Hotels and accept practical placements within the Sudima Hotels.
- (c) Renewal shall be based upon performance and agreement on an annual basis for up to 3 years to fit within approved structured tertiary education course to obtain appropriate formal qualifications and planned outcomes to be documented in a new Employment Agreement.
- (d) Accept that they will be bonded for up to a further 2 years with Sudima Hotels following formal qualifications being obtained to be also documented in a new Employment Agreement.

Part B Payment of course fees (not exceeding \$7,500.00) per year - for a maximum period of 3 years by the Board

- (a) The Grant duration shall be for the full term of study (not exceeding 3 years).
- (b) The initial Grant will be available following a successful first year's employment with Sudima Hotels as outlined above.
- (c) Upon grant approval, funding will be payable:
 - (i) To student loan account on receipt of student loan draw down information; or
 - (ii) Fees will be paid directly to an Institution on receipt of an invoice for fees; or
 - (iii) If neither (i) or (ii) apply then on production of receipt for payment of fees
- (d) The Board may consider the provision of equipment (e.g. laptop) for successful student on the basis that this be returned if they withdraw from the programme.

4.2 Applications must include:

- A copy of the chosen course programme and details of National (or local) Certificate/Diploma/Degree sought

- A reference from the relevant ITO or Education Provider
- A copy of school records
- A copy of their birth certificate
- Verified whakapapa

5. REFERENCES:

- 5.1 The Annual Financial Budget of the Board will contain the forecasted amount available for such Scholarships in each year.
- 5.2 For the years 2017, 2018 and 2019 the budget shall be \$7500.

6. PROCEDURES:

- 6.1 The Board and Sudima will advertise for applications at their joint cost as agreed in August (or at a time that aligns with the students final year commitments) with the intention that any successful Applicant can commence the Scholarship with initial employment in January/February of the following year.
- 6.2 The Applicant completes the relevant Application form and supplies all appropriate information and documentation to support their application.
- 6.3 Verification of involvement of Ngati Whakaue component to the Board's satisfaction.
- 6.4 The closing date for applications will be 30th October.
- 6.5 A Selection Panel will be nominated by the Board's Education Sub-Committee and Sudima to draw up a shortlist of Applicants.
- 6.6 The Selection Panel may consider it necessary to interview Applicants in which case Applicants will be informed and they (and whānau) will need to be available to be interviewed by the Panel.
- 6.7 The recommendations of the Selection Panel are tabled at the respective Board Meetings of the Board and Sudima and a joint decision for acceptance (or declined) is provided.
- 6.8 The Board and Sudima reserve the right to choose not to distribute Scholarships dependent upon the quality of Scholarship applications.
- 6.9 Entitlements for Part A are made to a successful Applicant by Sudima in terms of the Individual Employment Agreement entered into.
- 6.10 Payment for Part B Scholarship Grant are made to a successful Applicant by the Board as above subject to performance or other terms set by the Board.
- 6.11 The successful recipient/s of a Scholarship will not also be eligible for a Tertiary Grant from the Board (while in receipt of this Scholarship).
- 6.12 Accountability and reporting outcomes to the satisfaction of the Board and Sudima.

7. DISCLOSURE:

- 7.1 All information may be used for statistical purposes by the Board and Sudima.
- 7.2 Individual information relating to successful Applicants may be used by the Board and/or Sudima for publicity/promotional purposes.
- 7.3 Appropriate undertakings may be sought from successful Applicants to acknowledge the support of the Board and Sudima.