

Tāngata Tiriti Hui

13 – 16 Pipiri | June 2019

NGĀ KŌRERO TAUTOKO – Information for Attendees



NgaWhare Tupuna (Ancestral houses) Ukaipo o Mahinarangi me Pare Hinetai no Waitaha

Pepeha

Ko Tawatawa te Maunga
Ko ngā waka o ngā hau e whā Ngā Waka
Ko te Manawa Karioi te Puna
Ko Ūkaipo nō Mahinārangi me Pare Waaka ngā Whare Tīpuna
Ko Hirini te Tangata
Ko Tapu Te Ranga te Marae

Tawatawa is the mountain
The people of the four winds are the waka
Manawa Karioi is the spring
Ūkaipo of Mahinārangi and Pare Waaka are the ancestral houses
Hirini is the Rangatira
Tapu Te Ranga is the Marae

Address: 44 Rhine Street, Island Bay, Wellington 6023

Cut into a hillside, Tapu Te Ranga Marae stands proudly. A living, urban Marae founded by Bruce Stewart and his whānau (family). The Tapu Te Ranga Trust has overseen the charitable programmes and kaupapa at the Marae since the 1970's. This Wellington tāonga (treasure) is open and shared with people from ngā hau e whā (people from the four winds). The Marae is a place of gathering, learning and community. She is a strong social, artistic, cultural and environmental statement of living Māori in today's world.

Wellington, Te Whanganui-a-Tara is the rohe (area) of Te Ātiawa and Ngāti Toa Rangatira. The Marae is named after Island Bay's coastal Island 'Tapu Te Ranga' (sacred rising). Elsdon Best wrote that it is an ancient Hawaiki tapu house name. Ngāti Ira used the island as a pā (fortified village) and it is believed that Kupe was on the island when he was confronted with a giant octopus.

The heritage-listed building is the world's largest, tallest, greenest and fully wooden house on wooden piles built of recycled materials. The building consists of 11 stories, covering 38,000 square feet and reaching 131 feet high. Manuhiri (visitors) from right across the world have been embraced by the openness and warmth of the Marae – a living marae that keeps its ahi kā (home fires) burning as a beacon of continuity.

<https://www.taputerangamarae.org.nz/index.php>

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Ngā Kaupapa

Important contacts

- | | | | |
|----------------------|------------|------------|--------------|
| ✓ Hui Coordinator: | Ruth Jones | Cellphone: | 027 331 8169 |
| ✓ Marae Coordinator: | Ruth Jones | Cellphone: | 027 331 8169 |
- There is network coverage in the area.

Mataara/Be Aware: the stairway is steep and can be slippery when wet

What to Bring?

- | | |
|---|--|
| Koha for pōwhiri | |
| Sleeping bag/quilt/blanket | Towels |
| Warm clothes, raincoat | An energiser activity (yes, you read it correctly) |
| Gumboots, slip on shoes | Torch |
| Toiletries | Medication |
| Snacks/drink if you're waiting at airport | |
| Your agenda and papers | |

Tāngata Tiriti Hui is alcohol free

Ngā Tikanga o te Pōwhiri

Dress code: For pōwhiri and whakatau women are expected to dress modestly in black, wearing tops/skirts or dresses that reach the knee or below, with arms and cleavage also covered. Men will be tidily dressed in jacket, shirt and trousers. Children are also neat and tidy with girls wearing skirts or dresses. In Playcentre we encourage best practice.

You are welcome to change once the pōwhiri is completed.

Koha: If you are able to contribute to koha, please find the Tāngata Tiriti Administrator upon arrival. When koha is sincerely given, no amount is too small or too large. Koha is presented at the end of the final mihi from manuhiri.

Waea Pūkoro: Turn off mobile phones for the duration of the pōwhiri/whakatau.

Whakaritenga: 12:30pm Meet in car park

Waiata tautoko: Mōteatea - E Tipu e Rea
Link to 'E Tipu e Rea' <https://www.youtube.com/watch?v=Ou5WImOlKXs>

Whaikōrero: Tau utuutu - speakers alternate, with the tangata whenua beginning and finally ending after the speakers have alternated.

Mana whenua will signal time for hongī. Please ensure your children are prepared for hongī as well. When hongī is finished, afternoon tea will be served.

Hongi: First Physical Contact The practice of hongi originates from the dawn of time and is a symbolic reference to the first breath of life and the merging of two groups; united as one under the umbrella of pōwhiri. It is the mixing of the life essence of both the tangata whenua and the manuhiri (visitors). It is also the first physical contact with each other. Once visitors enter the meeting room, they will be directed toward the tangata whenua to perform the ritual of hongi. It is customary for both males and females to undertake this process which is done by shaking hands and the pressing together of noses.

Karakia: Prayers the Maori people have always had a strong spiritual belief and karakia is practiced at the beginning and conclusion of events. A Hīmene (hymn) may also form part of the process. Immediately after the hongi, visitors are directed to their seats where they will stand until Hīmene (a hymn) and karakia (prayer) have been offered which offers gratitude for all things, and seeks guidance and safety for the remainder of the gathering. On both sides, males only must occupy the front row. The Hīmene will precede the karakia. Everyone will then be asked to sit.

Mihi: Mihi/Speeches is a central part of the pōwhiri and whakatau process as it supports open and honest communication between the hosts and their visitors. At the onset of mihi, it is customary for men only to participate in this part of the process. An opportunity to speak will be offered to anyone else, including women, once the formalities of welcome and response have concluded. Traditionally, Maori language was the only language permitted on marae. Although this still remains the ultimately preference of tāngata whenua, it is acceptable for speakers to mihi in their native tongue. Tangata whenua will open with a welcoming speech. A speaker from the visiting group will follow with a response. Tangata whenua will follow with another mihi to close this part of the formalities. After this, the floor will be open to others wishing to speak.

Waiata-Manuhiri Waiata Tautoko: Song of support, the waiata tautoko is the complement of one's speech. It should uphold the mana of the speaker and their group. Following each mihi, a waiata is customarily performed. This can be in the form of a cultural chant or a contemporary song. Occasionally, the speaker may share a light-hearted story to conclude his mihi.

When the waiata tautoko begins all manuhiri stand up and join in. The speaker often concludes his speech directly after waiata. If this occurs, stay standing until his speech is finished.

Waiata for Manuhiri will be: E Tipu e Rea. https://www.youtube.com/watch?v=Nndh_g86bWw

Kai *Food (and the process of whakanoa):* This is the final yet equally as important stage of the whakatau process where all visitors and active participants are invited to partake of food to whakanoa (lift the final tapu or sacredness of) the whakatau ritual. Once this stage is completed, visitors are then deemed to be 'tangata whenua' for the duration of their stay with tangata whenua.

The main speaker for tangata whenua will let everyone know that mihi have concluded then invite all visitors and active participants to partake in something to eat to become whakanoa or to lift the final tapu of whakatau. A karakia to bless the food will precede kai.

Ngā Tikanga Atu / General

Once the hui has begun, be prepared to waiata if you are late to any session! Ngāti Tūreiti!

Mihimihi: There will be formal mihimihi after everyone has settled. Mihi is welcome in any language.

Waiata: Attendees need to learn the following waiata during the hui.

Its purpose is to thank the kitchen for looking after us during the hui.

Te aroha

Te aroha,

Te whakapono,

Me te rangimarie,

Tātou, tātou e.

Repeat.

Evacuation: We will have a fire/evacuation drill on Thursday and Friday.

Laundry: There are no laundry facilities on site.

Kaupapataka 13 – 14 Pipiri

R ā p a r e , 1 3 P i p i r i 2 0 1 9		
Attending: Tāngata Tiriti Trustees, Tāngata Tiriti Administrator		
1.00pm	Pōwhiri	
1:30pm	Kapu Ti me Kia tau	
	Housekeeping	
2:00pm	Tāngata Tiriti Hui team - preparation	
6.00 pm	Kai o te Po	
7.00 pm	Hui preparation continued	
9.00 pm	Kapu Ti	
R ā m e r e , 1 4 P i p i r i 2 0 1 9		
7.30 am	Parakuihi	
	Housekeeping	
9.00 am	Hui preparation continued	
	Kai o te Poupoutanga o te rā / Lunch	
1.00pm	Whakatau mō ngā Taraketi	
Attending: Tāngata Tiriti delegates, Tāngata Tiriti Trustees, Tāngata Tiriti Administrator, Hui Facilitator, Māori Development Manager		
1.30 pm	Kapu Ti me Kia tau	
2.00pm	Whakawhānaungatanga	Katoa
	Playcentre Taonga	Tāngata Tiriti Trustees
	Tāhuhu Kōrero: Playcentre History, Tāngata Tiriti History	Tāngata Tiriti Trustees
	NZPF Travel Claim	Tāngata Tiriti Administrator
4:00pm	Kapu Ti	
4:30pm	Huringa Pūngao	Māori Development Manager
6.30 pm	Kai o te Po / Dinner	
7.30 pm	Te Wā Anō Free time	
9.00 pm	Kapu Ti	

Kaupapataka: 15 - 16 Pipiri

R ā h o r o i , 1 5 P i p i r i 2 0 1 9		
7.30 am	Parakuihi	
	Housekeeping	Tāngata Tiriti Administrator
9.00 am	Election of Tāngata Tiriti Trustees – Question Time	
	Tāngata Tiriti Trustees	
9.30 am	Good governance: ✓ Cluster Toolkit ✓ Your role in Governance ✓ Governance policy	Tāngata Tiriti Trustees
10.25 am	He Whakapāha	
10.30 am	Kapu Ti	
11.00 am	Strategic Aspirations ✓ Building the Future	Tāngata Tiriti Trustees
12.00 pm	Kai o te Pouputanga o te rā	
1.00 pm	Whakamōhio Information: ✓ New Zealand Playcentre Federation (NZPF): Future Hui 2019 – 2024; ✓ Tīaroaro: Alignment of our processes for the future; Mahi tahi: Governance Working Group	Tāngata Tiriti Trustees
	Kōrerorero Discussion: ✓ Supporting Centres and Clusters to Engage in National Governance	Rachel Rix-Trott
	<i>Google maps tool</i>	Tāngata Tiriti Trustees
3.00 pm	Kapu Ti	
3.30 pm	Kupu Tūturu Decision: ✓ Tāngata Tiriti Trustee Emergent Leadership Pathway and Planning 2019 – 2022 ✓ Selection/Election of Tāngata Tiriti Trustee Board Members for 2019 and Beyond	Tāngata Tiriti Trustees
	Housekeeping	Tāngata Tiriti Administrator
6.00 pm	Kai o te Po / Dinner	
7.00 pm	Te Wā Anō Free time	
9.00 pm	Kapu Ti	
R ā t a p u , 1 6 P i p i r i 2 0 1 9		
7.30 am	Parakuihi	
8.10 am	Whakarite te Whareniui	Katoa
8.30 am	Poroaki me Aromātai	
10.00 am	Leave marae	
	Cut lunch will be provided	

Whakakotahi.

1. **(verb)** (-hia,-tia) to unify, integrate, combine, unite, amalgamate, coalesce, consolidate.

2. **(noun)** unity, unison, agreement, amalgamation, merger, unification, consolidation.

(Definition from Māori Dictionary Online <https://maoridictionary.co.nz>)

As Trustees of Playcentre our role is not a list of tasks we can tick off. Our role is as varied as any day can be, but always encompasses guarding our Philosophy, upholding our Constitution and ensuring our practices keep us working in partnership on our bicultural journey under our commitment to Te Tiriti o Waitangi. With that in mind we thought the best way we can uphold our integrity, and be accountable to you, our members, is by reflecting what we have achieved as Trustees through the lens of our values from our Tāngata Tiriti philosophy.

Generosity of spirit – We have had a strong focus on whānaungatanga, getting to know each other and recognising our own and each other's strengths. This is an ongoing journey of Michelle Ruth and Tiso getting to know each other, as well learning about our partners on the Trustee Board. We feel strongly that good working relationships will support our work together as a team going forward.

Respect – We recognise the Āta principles as a key way to respect each other and those we work, communicate, connect with in our roles. Recognising our differences and respecting the value that brings to our consensus decision making process as a Board has been an important part of our mahi, as we know that all our centres while Playcentre are unique to their communities.

Endeavour - We have spent a lot of time working on preparations for our hui over the

last 4 months, especially bringing together the areas of focus our house has highlighted as a priority as well as the many logistical details. We are endeavouring to improve communication between centres and the board as we recognise the value of hearing from them. We have already seen the value of the co-presidents email address as a way of enabling this.

Compassion - We show empathy by listening and working towards a shared understanding in our mahi. We know that compassion in our everyday actions is as important as it is being part of the decisions we make as a board.

Integrity - We try to be open and transparent with each other and those we are working with and following this up with actions. We have prioritised developing a solid working structure for our governance and strategic planning work going forward post amalgamation.

Co-operation - We have worked hard to contribute and develop a strong working relationship within the whole Trustee Board as well as with our General Manager and his staff. Connecting and building relationships with house members interested in becoming future leaders has also been a priority.

Being a Trustee for Playcentre has been a sometimes steep learning curve and we are enjoying rising to the challenge.

We acknowledge that we will not get it right every time, and will continue to strive for the best for all of Playcentre Aotearoa.



Tāngata Tiriti Hui, June 2019

Operations: Tāngata Tiriti

Information Paper

New Zealand Playcentre Federation (NZPF): Future Hui 2019 - 2024

Introduction

This paper is to indicate New Zealand Playcentre Federation (NZPF): Future Hui 2019-2024.

Amendments are brought about and are similar to the NZPF AGM re-set, where the NZPF AGM was held in May and is currently held in November. The financial year end (FYE) was also re-set to 31 August which aligns with Centres.

To enable planning and logistics by Operations of Future Governance Hui; which includes NZPF Conference, Hui ā-Tau Māori and Tangata Tiriti Hui are communicated in a timely manner.

- | | |
|---|-------------------------------|
| • Hui ā-Tau Māori 2019 | Tāmaki Makaurau, May 2019 |
| • Tangata Tiriti Hui 2019 | Wellington, June 2019 |
| • NZPF Conference and Annual General Meeting 2019 | Ōtautahi, November 2019 |
| • Hui ā-Tau Māori / Tangata Tiriti Hui 2020 (Reset) | Ōtautahi, November 2019 |
| • NZPF Conference and Annual General Meeting 2020 | TBC, July 2020 |
| • Hui ā-Tau Māori 2020 | Te Ika-a-Māui, October 2020 |
| • Tangata Tiriti 2020 | Auckland, November 2020 |
| • NZPF Conference and Annual General Meeting 2021 | TBC, July 2021 |
| • Hui ā-Tau Māori 2021 | Tāmaki Makaurau, October 2021 |
| • Tangata Tiriti Hui 2021 | Wellington, November 2021 |
| • NZPF Conference and Annual General Meeting 2022 | TBC, July 2022 |
| • Hui ā-Tau Māori 2022 | Te Waka-o-Māui, October 2022 |
| • Tangata Tiriti 2022 | Christchurch, November 2022 |
| • NZPF Conference and Annual General Meeting 2023 | TBC, July 2023 |
| • Hui ā-Tau Māori 2023 | Te Ika-a-Māui, October 2023 |
| • Tangata Tiriti 2023 | Auckland, November 2023 |
| • NZPF Conference and Annual General Meeting 2024 | TBC, July 2024 |

Registration and further information for Future Governance Hui will be communicated via the Playcentre Bulletin.

Nā māua noa, nā,

Alaine Tamati-Aubrey and Ruth Jones

On behalf of NZPF Trustee Board (2018-2019)

Tīaroaro: Alignment of our processes for the future

Introduction

As we transition towards the amalgamated organisation of Te Whānau Tupu Ngātahi o Aotearoa – Playcentre Aotearoa (TWTNoA); there are current practices that need to be aligned to ensure our organisational governance processes are fit and proper for the future.

Historically, New Zealand Playcentre Federation (NZPF) has had several decision-making forums as national meetings e.g. March and October National Executives, Conference, Treasurers, National Māori Hui (known as Hui ā-Tau Māori) and Education to name a few.

This paper is to enable the alignment of the NZPF Handbook, 6.8 Process: Remits and Recommendations and how that will occur. Our current process is also reflected in the constitution, the content and timeline is reflected in the NZPF Handbook, 6.8 Process: Remits and Recommendations. Our organisation uses a variation of the *Raukawa-Mihinare Two-house model* as a decision-making tool at Conference / Annual General Meeting only.

Te Whānau Tupu Ngātahi o Aotearoa – Playcentre Aotearoa constitution indicates:

11. WHAKATAKOTORANGA WHAKAARO / DECISION MAKING

11.1. *Decisions will be made by Tāngata Tiriti and Te Whare Tikanga Māori, in partnership. Each house shall determine their own structure and processes.*

11.2. *Consensus shall be the primary method for reaching an acceptable outcome for any proposal, with the exception of the election of Officers, alterations to the Kaupapa Ture/Constitution and conferring Life Membership.*

Looking to the Future

Governance decision-making forums and content for Te Whānau Tupu Ngātahi o Aotearoa – Playcentre Aotearoa will be:

Forum	TWTNoA Constitution clause & content
Conference/ Annual General Meeting	10.10.2. receive the Annual Report; 10.10.3. consider the audited Financial Statements; 10.10.4. consider the strategic direction of Playcentre Aotearoa by confirming key outcomes, goals and priorities; 10.10.5. consider the policies developed by the Trustee Board; 10.10.6. consider the budget and determine the levy to be paid by Playcentres; 10.10.7. endorse the Co-Presidents selected by each House; 10.10.8. endorse up to four (4) Trustees selected by Te Whare Tikanga Māori; 10.10.9. endorse up to four (4) Trustees selected by Tāngata Tiriti House; 10.10.10. appoint an Auditor, and an Honorary Legal Advisor; 10.10.11. consider any remits that have met the requirements of clause 11.6.; 10.10.12. confer National Life Membership as appropriate. 10.10.13. consider any other business properly the subject of discussion. 7. Ratification of Trustee Board members
National Māori Hui	Te Whare Tikanga Māori policy and processes
Tāngata Tiriti Hui	Tāngata Tiriti House policy and processes

Whare | House policy and processes

Te Whānau Tupu Ngātahi Aotearoa – Playcentre Aotearoa constitution indicates that:

7.5. Te Whare Tikanga Māori may from time to time develop such rules and policies for the operation of Te Whare Tikanga Māori and Rōpū Māori, provided that such rules and policies are not inconsistent with this Kaupapa Ture/Constitution, nor contrary to any other law.

8.4. Tāngata Tiriti House may from time to time develop such rules and policies for the operation of its house, provided that such rules and policies are not inconsistent with this Kaupapa Ture/Constitution, nor contrary to any other law.

Nā māua noa, nā,

Alaine Tamati-Aubrey and Ruth Jones

On behalf of NZPF Trustee Board (2018-2019)



Mahi tahi: Governance Working Group

Introduction

This paper is to enable the understanding, the purpose and the expectations of Governance Working Group.

Historically, New Zealand Playcentre Federation (NZPF) has used the concept of a Working Group also referred to as a Kapa Mahi to gauge and progress a concept of national importance.

Our organisation uses a variation of the Raukawa-Mihinare Two-house model as a decision-making tool at Conference / Annual General Meeting only. A successful guidance of the Raukawa-Mihinare Two-house model needs to be measured against the Terms of Reference

Terms of reference (TOR) define the purpose and structures of a project, committee, meeting, negotiation, or any similar collection of people who have agreed to work together to accomplish a shared goal.

Terms of Reference are:

1. Conversant in the NZPF Philosophy;
2. Conversant in the NZPF Constitution;
3. NZPF commitment to Te Tiriti o Waitangi.

Members of the working group must sign and abide by:

1. NZPF Confidentiality form;
2. NZPF Conflict of Interest policy.

A Working Group should consist of:

1. two (2) Trustees, one (1) from each respective whare (house). A Trustees role is to ensure NZPF Philosophy, Constitution and commitment Te Tiriti o Waitangi is upheld;
2. a fair and equitable demographic member representation, e.g.: rural and urban Playcentres, regional space;
3. technology should be utilised to collaborate.

Nā māua noa, nā,

Alaine Tamati-Aubrey and Ruth Jones

On behalf of NZPF Trustee Board (2018-2019)



Supporting Centres and Clusters to Engage in National Governance

Background

The changes in our organisational governance model means we need to look at new ways to ensure grass-roots governance continues to be strong and supported.

We are moving from a Centres-Associations-Federation model, where there were three whole-organisation national meetings annually (i.e. 2x National Executive meetings and 1x NZPF AGM/Conference (plus other team meetings e.g. Education), which included Association Tāngata Tiriti and Te Whare Tikanga Māori representatives, Trustees and other Federation officers) to which each Association could send a minimum of two Tāngata Tiriti representatives. To the new model where there are no Associations, and only one annual whole-organisation national meeting (NZPF AGM - to which attendance is limited to approximately 23 delegates per house as determined by the new Constitution clause 10.6, plus Trustee Board members), plus the national Tāngata Tiriti hui and Te Whare Tikanga Māori hui-a-tau. It is up to each house to determine their own criteria for who can attend the hui, and which delegates represent their house at the National AGM.

This change in model significantly changes the way in which Centres have traditionally been able to engage in governance matters.

A decision paper was brought to Tāngata Tiriti Hui September 2017 by the Tāngata Tiriti Trustee Board members, titled "Representation Pathways for Tāngata Tiriti". This paper concerned designing clear pathways for Tāngata Tiriti members to engage in each level of the governance system, and supporting emergent leadership.

The paper stated that the budget for Tāngata Tiriti hui was for 70 attendees (this would actually be 75 people total, as the Tāngata Tiriti Trustees, Co-President, Administrator, and Facilitator, are additional). It also stated that "we know from past experience that it is much better to have two representatives, one with experience and one 'emerging' or gaining experience."

The decision made on this paper were:

Cluster Representatives to Tāngata Tiriti Hui

- Each cluster can send **one** representative to Tāngata Tiriti Hui
- If there are too few or too many representatives registered, the TB will manage this to ensure the best representation possible

Tāngata Tiriti Representatives to AGM

Tāngata Tiriti Hui will choose its representatives taking into account the following criteria:

- They are at the hui and can attend the AGM
- They will effectively represent the views of the hui
- Negotiators will be part of the representatives chosen

Selecting Tāngata Tiriti Trustee Board Members

- No decision could be made at this meeting
- A kapa mahi was established to create a process for selecting TB reps

Refer to "Representation Pathways for Tāngata Tiriti" decision paper and "TT Hui 2017 Outcomes" document.

At the 2018 Tāngata Tiriti hui it was agreed a new selection/election process for Tāngata Tiriti trustees would be developed by a kapa mahi group, which would involve consideration of a new emergent leadership pathway to support potential Trustee board nominees. The kapa mahi formed after Tāngata Tiriti hui 2018 considers the creation of a Kapa Ārahi group as a possible solution to supporting Tāngata Tiriti Trustee Board emergent leadership. The Trustee Board will be presenting a paper at Tāngata Tiriti hui addressing these matters.

For the 2019 Tāngata Tiriti hui the Trustee Board have advised that the budget has been set for only 40 delegates, meaning only a maximum of 40 clusters will be able to have a representative at the Tāngata Tiriti Hui.

Rationale

Based upon the previous decisions, as mentioned above, and the work done in the last year by this house's kapa mahi, further work needs to be done within Tāngata Tiriti house to ensure Centres, and Clusters, are supported to be strong, capable grass-roots governance partners.

Discussion

In the past Associations supported Centres to understand the national governance decisions that they were asked to contribute to. The Centre voice was then taken to an Association meeting, and once a decision was made, or viewpoint decided upon, Association delegates carried that voice to national meetings. Now the Centre voice is carried directly to a Cluster meeting, with no early support, and from there to the Tāngata Tiriti hui. Then the selected Tāngata Tiriti representatives carry the hui voice on to AGM.

Key Questions:

- How can we support/make it easier for Centres to engage in governance discussions?
- Who can support Centres to understand governance matters that require their input? Is there a place for Clusters to have a Leadership Team to support Centres on governance matters? Who would be on this Cluster Leadership Team? - Maybe those people with good institutional knowledge, such as, past Centre members, Centre Life Members, Association Life Members.
- How can we support cluster delegates new to national governance? Would it be appropriate to utilise a tuakana-teina process?
- How do centres/clusters raise governance issues/concerns that may arise over the year? Who should concerns be addressed to and what response could they expect?
- How do we enable Tāngata Tiriti AGM representatives to effectively represent the views of the Hui?

Additional Questions

(To be considered, only if time allows)

- How can Centres traditionally not well represented at national level (e.g. rural centres) be supported to send delegates to Tāngata Tiriti hui?

- Should all clusters be able to each send a delegate to Tāngata Tiriti hui? If limiting delegate numbers at Tāngata Tiriti hui, how do you ensure all clusters have the opportunity to be represented and their voices heard?
- How can clusters engage with each other on governance matters outside the Tāngata Tiriti Hui?
- If considering drafting a paper, how can members know what other papers are being drafted and have opportunity to join the conversation? Could/should centres be notified about papers that are being worked on prior to them being presented for discussion/decision at Hui/AGM?

Recommendations

That a kapa mahi is established to do further work on updating the Cluster Toolkit in the following ways:

- A section fully addressing the potential role of a Cluster Leadership Team (e.g. who is could comprise, their role within the cluster, how they might be selected).
- More information to support Clusters to be involved in national governance, for example how might they choose delegates to send to Tāngata Tiriti hui (What is a delegate? What makes a good delegate?).
- Updates to reflect current practices (e.g. outdated references, Centre Chat/Playcentre Bulletin).

The kapa mahi will need to involve representatives of both houses. See 'Mahi Tahī' paper.

Next Steps

Tāngata Tiriti members of the kapa mahi should be chosen. The discussions had at Tāngata Tiriti hui 2019 shall be gathered and form the basis of the kapa mahi's work.

Authors

Rachel Rix-Trott (Te Akoranga cluster), Kate Lively (Easter Bay of Plenty cluster) in consultation with Trustee Board members Alain Tamati-Aubrey and Michelle Hutton

References

"Representation Pathways for Tāngata Tiriti" decision paper TT hui 2017 Authors: TT Board Members

"Tāngata Tiriti Hui 2017 Outcomes"

"Cluster Toolkit" and "Cluster Meeting Fact Sheet" both available in the "Cluster Resources" section of the website



Tāngata Tiriti Trustee Emergent Leadership Pathway and Planning 2019 - 2022

Background / Introduction

Tāngata Tiriti Trustees recognise our house has not had a robust emergent leadership pathway in recent years, that this has caused some confusion and slowed down our development of internal house processes. Accordingly, we are further behind than our partners in Te Whare Tikanga Māori. This has meant our partners and the organisation as a whole have been held back at times.

Te Whare Tikanga Māori have a long-term succession planning process in place ensuring that the programs and services crucial to its operation are sustained beyond the tenure of any individual currently responsible for them. While the same process may not be an exact fit for Tāngata Tiriti we need to find a successful solution that works for us at the same time as ensuring our house meets our constitutional requirements and fulfils our partnership relationship.

Constitutional requirements

Te Whānau Tupu Ngātahi o Aotearoa – Playcentre constitution indicates:

11.7. Kōwhiringa Pōti O Ngā Āpiha / Election of Officers

11.7.1. Te Whare Tikanga Māori and Tāngata Tiriti House shall each determine their processes for selecting their representatives;

11.7.2. Persons with Playcentre experience, provided they are not disqualified by law from holding office, and providing they are not employed or contracted to the organisation or any subsidiary group for more than 520 hours per year shall be eligible for selection

11.7.3. All selected persons/individuals, shall serve a term of two (2) years with half of the Trustee Board retiring every year, ensuring both houses are equally represented at all times. Selected persons/individuals shall be eligible for re-election provided that a maximum term of four (4) years in any one position is not exceeded.

11.7.4. The Co-Presidents shall retire at the completion of their two (2) year term but shall be eligible for re-election provided that the maximum term of four (4) years for any Co-President is not exceeded.

11.7.5. If any Trustee Board position remains unfilled at the General Meeting the Trustees shall consult with the house from which the vacancy arises before appointing a suitable person to fill such a vacancy.

Recommendation

At Tāngata Tiriti hui June 2019 set in place a Tāngata Tiriti Trustee Emergent Leadership pathway for a group of 4-5 members for 2019 to 2021.

Identify our emergent leadership pathway group from within the house. Ensure these potential leaders have the skills, knowledge, qualities, experience needed and are confident they can make the lengthy time commitment. Ensure our potential leaders are eligible according to point 11.7.2 (noted above).

Ensure our plan involves nurturing and developing potential emergent leaders towards the 2021 elections at Tāngata Tiriti Hui, November 2020 and ratified at the following AGM, July 2021.

Rationale:

- Confirming an emergent leadership group of around 4 or 5 members so that although not all in the group will be able to become Trustees we make sure others are in the wings if an unplanned vacancy occurs.
- Our new constitution will be reviewed in 2-3 years, this would also be a good time to review our Tāngata Tiriti Trustee Emergent Leadership Pathway and Plan.
- As per the constitution, a 2-year term allows for a new Trustee to learn in their 1st year, and in their 2nd year to start implementing their skills/knowledge.
- Keeping in mind the changing Hui/AGM schedule and our Tāngata Tiriti Trustee elections moving from June to November from 2019-2020 onwards.

2020-2022 planning.

This table is a suggestion, apart from the current trustee terms, and will be reviewed at each hui.

Year	Ngā Kaitiaki/ Trustees			Emergent Leadership Pathway group 2019 – 2021
2018 – 19	Ruth Jones	Tiso Ross	Michelle Hutton	These members have been in direct contact with Trustees since AGM 2018. We are aware there may be others: Rachel Rix-Trott, Siobhan Moran, Amanda Russell, Amy Crookston, Gill Morgan.
2019 - 20	Ruth Jones	?	?	?
2020 - 21	?	?	?	?
2021 - 22	?	?	?	?

Decision:

That Tāngata Tiriti Hui 2019 agree to:

- Tāngata Tiriti Trustees work to nurture and develop the emergent leadership group. This will include transparent communications at each future Tāngata Tiriti Hui and AGM on the status of the emergent leadership group.
- 1.5 year terms for Michelle Hutton and Tiso Ross as Tāngata Tiriti Trustees: AGM 2019 (November) to AGM 2021 (July).
- Previous point agreed to then we hold elections (or re-election) of Tāngata Tiriti Co-President and Tāngata Tiriti Trustees in November 2020 at the Tāngata Tiriti Hui as all current terms would expire at AGM 2021 (July 2021)
- Review our Tāngata Tiriti Trustee emergent leadership pathway in 2022 or earlier as needed.

Nā mātou noa, nā,

Ruth Jones, Michelle Hutton and Tiso Ross

On behalf of NZPF Trustee Board (2018-2019)

Thank you to the kapa mahi (Tiso Ross, Rachel Rix-Trott, Michelle Hutton and Rose Goodger) formed after Tāngata Tiriti hui 2018 that did initial work on the emergent leadership group concept which has fed into this paper.

Tāngata Tiriti Hui 2019

Decision paper

Selection/Election of Tāngata Tiriti Trustee Board Members for 2019 and Beyond

Background:

The 2018 Tāngata Tiriti hui agreed to work being done to improve the 2018 selection/election process for Tāngata Tiriti Trustee Board members by a kapa mahi group, incorporating a plan for emergent leadership, which will include the 2018 Trustee Board nominees and other interested members. This version has amendments in red as agreed at in Tāngata Tiriti house at the AGM 2018.

Rational:

This decision came from feeling by hui delegates that the 2018 selection process was challenging in a number of ways, especially as most of the Saturday was taken up by long deliberations about selection of new Trustees limiting valuable time for other house business.

Considerations:

The kapa mahi used the '2018 Selection/Election' process as a starting point and incorporated ideas from others that attended the 2018 Tāngata Tiriti hui.

Recommendation:

The kapa mahi circulates a suggested updated Tāngata Tiriti Trustee Board Selection/Election Process (below) with a priority to confirm a 2019 Selection/Election process. We suggest the discussion about emergent leadership (Playcentre Journey Pathway) be postponed to the 2019 Tāngata Tiriti hui. This was agreed to at AGM 2018.

Next Steps

We also suggest that future discussion includes a process for potential 'unsuitable' candidate nominations. Who would decide that they are 'unsuitable'? How would that be decided and communicated to that nominee?

UPDATED Selection/Election of Tāngata Tiriti Trustee Board members for 2019 and beyond (Suggested Process)

Step One

Trustee Board 'skills and traits', role description, and 'code of conduct' information are emailed out with nomination forms to centres in the February Bulletin. This is to allow time for discussion at centre level before the cluster meetings in Week Four of Term One. Centres and clusters need to consider any potential nominees from their centre/cluster. Nomination forms need to be completed by each nominee, and ideally circulated to centres prior to the cluster meeting.

Step Two

Completed nomination forms are to be emailed to the Tāngata Tiriti Administrator, no later than the end of end of Week Five of Term One.

Note: nominees would be extra to cluster representatives at Tāngata Tiriti hui.

Step Three

Nominations are sent out to centres and clusters in the March Bulletin. Centres and clusters are invited to submit any written questions for the nominees to the Tāngata Tiriti Administrator, by the end of Week eight, Term One. The Tāngata Tiriti Administrator will then send the questions to the nominees by the end of Week Nine, Term One. Nominees will have written responses back to the Tāngata Tiriti Administrator by the **beginning** of Week One, Term Two. The Tāngata Tiriti Administrator will then send the questions and responses out to centres and clusters by the **end** of Week One, Term Two. Nominees (including information provided in their nomination form and their responses to the written questions) will be discussed at centre meetings prior to Week Four, Term Two. Centre delegates will then carry their centre voice to the cluster meeting in Week Four, Term Two where they will share these views in order to empower their delegate to the hui to know which combinations of nominees would best meet the centre views.

A zoom meeting is another possibility for house members to meet/talk with nominees if requested.

Step Four

Current Tāngata Tiriti Trustee Board members contact nominees to answer questions and discuss the Trustee Board role, time commitment, duties etc.

Step Five

As part of agenda setting the Tāngata Tiriti delegates will decide working timeframes for the process (time spent on consensus decision making/voting) at each hui.

In the early part of Tāngata Tiriti Hui (first thing Saturday morning), there will be no more than two hour session set aside where nominees introduce themselves and their background to the group, so delegates know who they are. This is also where delegates will have the opportunity to ask additional questions of nominees. Delegates are also welcome to speak with nominees at any time during the hui. There will be a break of several hours (where other work can be completed), between this introductory/question session and voting on Saturday evening. This is to give delegates time to process any additional information, seek further clarification, and discuss with other delegates.

Step Six

On Saturday evening (immediately prior to dinner) Tāngata Tiriti house will choose successful nominees by consensus decision making, considering the combined team/skills required for the Trustee Board. The house should remind itself to do this with respect for the nominees as well as each other. This could be done by breaking into smaller groups to discuss/rank nominees then feedback to larger group. If consensus cannot be reached after the agreed timeframe (for example 1 hour) a vote by secret ballot shall be held, where each delegate will be able to exercise one vote for each vacant position (i.e. if the Co-President position and one trustee position is vacant, then each delegate will have one vote for the Co-President position and one vote for the trustee position. If two trustee positions are vacant then delegates will have two votes: one for each position).

Successful candidates will be selected on a simple majority basis. Whomever gets the most votes for each vacant position will be selected. (Where two or more trustee roles are vacant, it will be the top two/three etc. who will be selected). Nominees may choose to leave the room during this time, and someone will be responsible for capturing the discussion for their information.

All nominees (including any absent) will be advised of the results as soon as possible by Tāngata Tiriti Trustee Board members.

Step Seven

Successful candidate/s use the time between Tāngata Tiriti Hui and National AGM to complete induction processes into the Trustee Board.

Step Eight

Successful candidates ratified at National AGM. No voting - only ratifying. At each national meeting Tāngata Tiriti house will do an emergent leadership continuum line.

Contributing Authors

Tiso Ross (2018 nominee/Wellington Cluster), Rachel Rix-Trott (Te Akoranga cluster), Michelle Hutton (2018 nominee/Auckland Cluster), Rose Gooder (Northern Waikato Cluster). Ruth Jones (Tāngata Tiriti Trustee Co-President).



Tāngata Tiriti Trustee Nominations

The successful nominee will need to complete a form for 'fit and proper person' and 'conflicts of interest' statutory declarations, which are required from governing members of a private training establishment (PTE) under the Education Act 1989 ("the Act")

Policy (Pre-requisites-Remits from NZPF Conference 1993):

- All Federation Officers and nominees (elected and/or appointed) to have completed Treaty of Waitangi workshops and participate in ongoing training in Treaty and Bi-Cultural related issues.
- Representatives at Federation level reflect their commitment to Playcentre by choosing Playcentre as the main early childhood education for their children

If you have questions you wish to be directed to the nominees, please email them to the *Whare / House Administrator* to be forwarded on.

⇒ For Tāngata Tiriti email: [tangatatiritiadmin@playcentre.org.nz](mailto:tangatiritiadmin@playcentre.org.nz)



Te Whānau Tupu Ngātahi o Aotearoa

Kaitiaki | Trustee Board nomination form

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Name: Michelle Hutton

Playcentre: Blockhouse Bay

Playcentre Rōpū Māori:

Cluster: Auckland Central West

Region Auckland



EDUCATION AND SKILLS THAT WOULD ADD VALUE TO THE TRUSTEE BOARD

What have you bi-culturally contributed to your Playcentre | Rōpū Māori?

Through my Playcentre education journey to Course 4, I have studied Te Ao Māori including Tikanga Māori, Te Reo and Te Tiriti o Waitangi. I have also facilitated the Course 3 Te Tiriti o Waitangi workshops on many occasions, as well as participating in professional development opportunities as they arise. I have also been active in supporting the re-establishment of the Auckland rōpū – Te Rito. I have been very fortunate to have been embraced by whānau Māori in several different contexts outside of Playcentre. These experiences and the studies I have undertaken have enriched my life and expanded my understanding and awareness.

I bring this into my roles at Playcentre through sharing the knowledge I have with others, using Te Reo regularly, and embracing our partnership journey. Experiencing the two-house model at many national meetings and as a negotiator at AGM 2018 has further enhanced my understanding of Playcentre's partnership journey. I am dedicated to continuing my bi-cultural journey through further conversation, professional development, and reflection, and through this supporting Playcentre alongside our partners in Te Whare Tikanga Māori.

What will you contribute to Te Whānau Tupu Ngātahi o Aotearoa?

I was a Playcentre child, joining Playcentre at 6 months of age in Hastings. As a parent I started my Playcentre journey in the Space programme with Fynn (now 7 ½ years old), and we then joined South City Playcentre in Hastings. We then moved to Tāmaki Makaurau where I was welcomed at Blockhouse Bay Playcentre. Our second tamaiti, Felix, is now 4 years old and at Playcentre four mornings a week. My life has been steeped in Playcentre kaupapa, with three generations of my whanau being involved in Playcentre

almost continuously since I was an infant through to the present day. Playcentre is my passion, and I am absolutely committed to ensuring we continue to thrive into the future.

I have now been a member of the Trustee Board for three months. Whilst this is not a long time in the grand scheme of things, I am greatly encouraged by the working relationships which I am developing with the other members of the Trustee Board. The existing Trustee Board members have been very welcoming and generous in sharing their time and knowledge with the new board members as we begin

our journey. I feel the Trustee Board has made great strides in the last three months (most of which is behind the scenes and so not readily obvious to members) which has set us up for success in the coming year/s. I appreciate the opportunity to walk alongside our partners in Te Whare Tikanga Māori as we navigate this journey together. As a trustee, I hope to continue to be an effective advocate for all Playcentres and members. Once again, it would be an honour and a privilege to serve our tamariki and whānau as a Tāngata Tiriti Trustee.

What will you contribute to the Trustee Board?

I bring to the role of Trustee strengths in communication, the ability to breakdown complex information into manageable chunks, maintaining a view of the bigger picture when faced with multidimensional situations, building understanding through conversation, and solution-focused thinking. I have also had experience in organisational change management, and I'm using these skills to assist Playcentre through the final phases of this transition.

I believe very strongly in open and honest communication. I feel I am approachable, and take time to listen and understand others worldview. Relationships are one of the keys to our success, and I will continue to build relationships with members from around the country at centre and cluster level.

Through my work as Auckland Association President, I have developed an understanding of both governance and management and the split between the two. I have been involved in the management of staff, financial planning, etc. alongside our management team, as well as working with our governance board to ensure strong, effective governance of our association.

Provide a brief non-Playcentre work, volunteer, education and life history prior to and/or Playcentre

I have a Bachelor of Technology (majoring in Food Technology) and prior to becoming a parent I worked for a large multi-national food company for 10 years in a variety of roles. During this time I gained skills in working with people from a wide range of backgrounds/cultures, organisational change management and leadership in a variety of platforms, stakeholder engagement, working cooperatively within and leading multi-disciplinary teams, project management, managing significant budgets, prioritisation and time management skills (both for myself and for teams I was managing).

I was also active in promoting STEM in schools (both primary and secondary) through NZIFST, as an ambassador for FutureInTech, and mentored students in a range of industry-related projects. I loved this work of inspiring the next generation and awakening them to the myriad of possibilities for themselves.

Time Commitment - Please comment on your ability to meet the time commitment for the Trustee

Member role:

Having now been on the Trustee Board for three months I have a fuller understanding of the commitments required, and can confidently confirm that I have the capacity available to dedicate to the Trustee role. With my wonderfully supportive husband, Fynn at school (and Felix joining him at the beginning of next year) I currently have a couple of mornings a week of dedicated time, with other work being slotted in as needed. I am able to attend the weekend meetings, and can make myself available at other times as required. I will continue to work as an adult education facilitator on an ad-hoc basis as I'm very passionate about life-long learning and the opportunities provided by our adult education programme.

Name of referee Rachel Rix-Trott

REFEREE CONTACT DETAILS

Telephone 021 154 2559

Cellphone 021 154 2559

Email rachel.rixtrott@gmail.com

If you have questions you wish to be directed to the nominee, please send them to the *Whare | House Administrator* to be forwarded on



Te Whānau Tupu Ngātahi o Aotearoa

Kaitiaki | Trustee Board nomination form

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- Representatives at Federation level reflect their commitment to Playcentre by choosing Playcentre as the main early childhood education for their children.

Name: *Tiso Ross*

Playcentre: *Hataitai Playcentre life member*

Region: *Lower North Island Hub (Wellington)*



EDUCATION AND SKILLS THAT WOULD ADD VALUE TO THE TRUSTEE BOARD

What have you bi-culturally contributed to your Playcentre / Rōpū Māori? I've studied in all Māori world view, Tikanga Māori and Te Reo related Playcentre education available up to Course 4.1 level. I gained so much from this learning and have tried to weave this growing awareness and understanding into my roles as on a playcentre duty team, as a parent and into my everyday life. This learning also helped prepare me to participate in the two house governance model as a Tāngata Tiriti member at National AGM and hui. Recently I've been able to attend the Te Hāpai staff development Victoria University which has further increased my awareness and understanding. I see bi-cultural partnership as a life long journey of learning and feel honoured to be working alongside my trustee partners/fellow house members on the Trustee Board since November last year.

What will you contribute to Te Whānau Tupu Ngātahi o Aotearoa? When I was confirmed an incoming Tāngata Tiriti Trustee at the 2018 Tāngata Tiriti Hui I did my best to prepare for the role. Since being ratified at 2018 AGM I've worked hard to familiarise myself with all aspects of the role I can see and build strong working relationships with my Tāngata Tiriti Co-president and fellow Tāngata Tiriti Trustee and our partner Trustees is Te Whare Tikanga Māori. I feel within the last three months we have already started achieving this. The induction weekend in December and three-day board meeting in February where we've been able to work face to face was incredibly valuable time for me. I have seen many positives developing and have learnt a great deal especially looking for ways I can support centres from this level. Priorities for me, if I stay on as a Tāngata Tiriti trustees past my current term which ends at AGM in November, are working towards a strong emergent leadership culture in our house as well as supporting Playcentre Aotearoa navigation's into our new constitution and governance/operations structure.

What will you contribute to the Trustee Board? Although I don't currently have the length of national level experience as my fellow trustees (my first national meeting was AGM 2017) I'm passionate about Playcentre Philosophy, supporting children and caregivers/parents in their journey at centre and the success of Playcentre Aotearoa. I feel I have fresh

eyes to compliment my teams experience. Some of my strengths are listening, asking questions and reminding. I have a strong attention to detail and administrative skills. I enjoy working in a team and supporting my group to achieve our goal

Provide a brief non-Playcentre work, volunteer, education and life history prior to and/or during Playcentre With my partner Yuki I'm a mum of two boys, 8 and 6, we are a New Zealand Japanese family. I lived in Japan for ten years before Yuki and I moved to New Zealand and started a family. I have an undergraduate qualification in Fine Arts and a CELTA certificate. Before kids I worked for many years in a large Private English Language company where my main roles were teaching children and adults, training new teachers and managing the teaching staff in branches in my region. I currently work part time supporting doctoral admissions and university scholarships.

Time Commitment - Please comment on your ability to meet the time commitment for the Trustee Board Member role: My current situation means I'm able to give back to playcentre after the precious support and learning my family and I have benefited from over the years. With both my children at primary school, I'm able to balance part time work, volunteering once a week on session and the commitment to this role. Since becoming a Trustee three months ago I now have a clearer and more tangible understanding of the time commitment and workload. This is a significant volunteer role and I'm learning to balance this with regular time looking after myself. Personally I already feel I have gained from the first three months of being a Trustee.

REFERENCES

Name of referee	Ruth Jones	r.jones@playcentre.org.nz
Name of referee	Michelle Hutton	m.hutton@playcentre.org.nz

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