

New Zealand Playcentre Federation

Tāngata Tiriti Hui Minutes

8 - 10th June 2018

Tapu Te Ranga Marae, Wellington

Present:

Amanda	Russell	Central Otago Cluster
Ange	Macky	Central North Island Cluster
Char	Martin	Taranaki Playcentre
Cherie	Stevenson	Eastern Bay of Plenty Cluster
Delwyn	Le Quesne	Hutt and Wairarapa Cluster
Elizabeth	Jamieson-Wood	Waikato Southern Cluster
Erin	Firmin	Rotorua Cluster
Gemma	Scott	Te Akoranga Cluster 1
Gill	Morgan	Coast Cluster/ Wellington Assn
Hayley	Kirk-Smith	Auckland (Mt Albert, Morningside, Herne Bay, Freemans Bay, Maungawhau) Cluster
Juanita	Fisher	Southern Northern Cluster
Kavita	Budhia	North Shore Cluster
Khrystal	Parkes	King Country Cluster
Kim	Mason	Western Bay of Plenty Cluster
Liz	Ashburner	Nelson Cluster
Marcia	Macpherson	Far North Cluster
Melanie	Marr	Mid Canterbury Cluster
Michelle	Hutton	Auckland (BHB, Titirangi, Laingholm, New Windsor, Hillsborough) Cluster
Miriam	Walker	North Shore Cluster 2
Nicola	Owen	Auckland (Māngere Bridge, Onehunga, Eden-Epsom, Newmarket, Te Puawai o Atareta) Cluster
Nicole	Foggo	Central Districts North Cluster
Penelope	O'Connor	Tāmaki Cluster
Rachel	Rix-Trott	Te Akoranga Cluster 2
Rebecca	Congalton	Selwyn Cluster (Canterbury)
Rebecca	McAllister	North East Christchurch Cluster
Rose	Goodger	North Waikato Cluster (part of Waikato Playcentre Association)
Rosie	Shanks	Southland Cluster
Sarah	Adlam	Central Districts South Cluster
Sarah	Fink	North Shore Cluster 1
Stephanie	Wood	Canterbury Playcentre Association
Tiso	Ross	Wellington City Cluster
Tracey	Miller	Western Northland Cluster
Susan	Bailey	Tāngata Tiriti President
Ann	Langis	Tāngata Tiriti Trustee
Ruth	Jones	Tāngata Tiriti Trustee
Meagan	Ranby	Tāngata Tiriti Administrator
Kiri	Olds	Workshop Facilitator (<i>Friday only</i>)
Bronwen	Olds	Workshop Facilitator (<i>Friday only</i>)

Friday 8th June 2018

1.30pm Delegates were welcomed to Tapu te Ranga Marae with a Pōwhiri and shared kai.

2.30pm Housekeeping, a history and tour of Tapu te Ranga Marae was given by Pare Sannyasi from Tapu te Ranga Marae.

3.40pm Kiri and Bronwen Olds entered the meeting

3.40pm the meeting opened with a karakia followed by the Mōteatea – E Tipu e Rea

Susan Bailey, Tāngata Tiriti President welcomed delegates to the meeting (*appendix 1.*) and invited delegates to introduce themselves and where they came from.

Professional Development Workshop: He Waka Eke Noa

4.00pm Kiri and Bronwen Olds facilitated the workshop 'He Waka Eke Noa' to set ourselves up to be successful partners with Te Whare Tikanga Maori.

6.15pm Dinner

The delegates returned to the meeting at 7.30pm for whakawhānaungatanga of what's on top for everyone.

Meeting closed for day at 9.10pm

Saturday 9th June 2018

8.45am Meeting opened for the day with a karakia and waiata

Group Contract

The meeting went through the Āta Principles (Huhana Forsyth, 2016) as the group contract.

Āta Haere: *To be intentional and approach reflectively.*

This demands deep and actioned respect by all involved parties, requiring an awareness of relationships, boundaries and cultural requirements.

Āta Whakarongo: *To listen with reflective deliberation.*

This is indicative of the holistic nature of the āta philosophy, according to time, space and validating the speaker allowing open communication from the heart, mind and soul.

Āta Noho: *To give quality time to be with people and their issues.*

This guides actions and interactions and dictates quality time and space goes hand in hand with Āta Haere.

Āta Whakaaro: *To think with deliberation, considering possibilities.*

Āta Kōrero: *To communicate and speak with clarity.*

Āta whakaaro and āta kōrero combine to ensure words are spoken that have been given careful deliberation and chosen thoughtful reflection.

Susan acknowledged the gifted Tāngata Tiriti cloth and read a message from Morna Haist (*appendix 2.*).

The Trustees explained that due to the contracted facilitator's health, the Trustees would be facilitating the weekend.

Agenda Setting

The following items were highlighted as needing to be covered during the meeting:

- Trustee nominee introductions
- Approval of past Tāngata Tiriti minutes
- Collaboration paper – 2018 Succession Process for Tāngata Tiriti Trustee Board
- Trustee Selection/Election

- Information sharing - Cluster Toolkit
- Collaboration paper – Membership 'Database' for Tāngata Tiriti House
- Collaboration - Strategic Aspirations
- Constructive feedback loop
- Hui logistics – to be discussed on Sunday
- Negotiators/AGM Preparation – to be discussed on Sunday

Discussion regarding the purpose of the Tāngata Tiriti Hui, this is to futureproof the Tāngata Tiriti house including discussion on ways to work together and how the Tāngata Tiriti Trustees will work for the next year.

Question: will the open letter from Auckland Playcentre Association would be discussed during this meeting.
Response – An emailed response has been distributed to all original recipients stating that the Trustee Board need time to discuss as a board and the open letter would not be discussed at the Tāngata Tiriti Hui.

Question: what is the pathway for constructive feedback loop? Response - The Governance / Operations cycle and the change process that we as an organisation are progressing through at present was explained.

It was acknowledged that Centre delegates who attend Cluster meetings and national Hui are often doing so with a high management mindset and we need to remind ourselves that we need to stay in a governance mindset at Hui.

Trustee Nominee Introductions

The Tāngata Tiriti Trustee Board nominees introduced themselves.

Nominations received were as follows:
Susan Bailey – Tāngata Tiriti President
Ruth Jones – Trustee Board
Tiso Ross – Trustee Board
Michelle Hutton – Trustee Board
Amanda Russell – Trustee Board
Geraldine Jacques – Trustee Board (absent)

Apologies:

The following apologies were received:

Gabrielle Faith – Woodend Playcentre
Tashie Hoffman – Wanganui Cluster
Geraldine Jacques – East Waikato Playcentre Association
Elle Mitchell – South Canterbury Playcentre Association
Tania King – Far North Cluster

Approval of the minutes

2017 Tāngata Tiriti Hui Minutes

Amendments to the minutes: No amendments were received.

Matters arising from the minutes:

It was noted the discussion recorded in the 2017 Tāngata Tiriti Hui minutes related to the succession plan was not a true reflection of the discussion that occurred. Key parts and context of the succession plan discussion was omitted from the minutes however as the delegates have the opportunity to discuss the succession plan during this meeting the delegates were happy to approve the minutes as they stand.

Decision:

Meeting agreed to approve the 2017 Tāngata Tiriti Hui minutes.

2017 Tāngata Tiriti Caucus Conference Minutes

Amendments to the minutes: No amendments were received.

Decision:

Meeting agreed to approve the 2017 Tāngata Tiriti Caucus Conference minutes

Further discussion regarding the requirements of the minutes for the house will be included in the Hui logistics discussion.

Information Sharing - Cluster Toolkit

Ruth shared that a total of 137 Centres participated in the survey relating to the Cluster Toolkit. Ruth then gave a brief description of the themes from the feedback.

The Cluster Toolkit has been designed from the resources previously available within the Cluster Blueprint and with the feedback received from the feedback.

It was stated that the cluster meetings are by Centres for the Centres.

It is optional for Centres/Cluster to use the resources and information included in the Cluster Toolkit; if a Cluster have existing tools that work for that Cluster then it was encouraged that Clusters continue to use them.

The Cluster Toolkit will be made available via the Playcentre website www.Playcentre.org.nz and the next Centre Chat. It will be made clear that this document supersedes all earlier versions.

It was noted that there will be some further changes that will need to occur in the future and it will be communicated when the document is updated.

Next Steps:

- Tāngata Tiriti Trustees to ensure the Cluster Toolkit is reviewed one year after the completion of the amalgamation and placed on a review schedule of yearly thereafter.

10.19am Morning Tea

10.45am Delegates returned to the meeting

2018 Succession Process for Tāngata Tiriti Trustee Board

The meeting discussed emergent leadership within the amalgamated organisation.

The meeting moved into groups to discuss effective emergent leadership and what this looks like from Centre to AGM/Trustee Board. The outcomes of these conversations were shared with the meeting (*appendix 3.*)

Discussion held regarding a role of guardianship or 'Kapa Ārahi' to bridge the gap between the Clusters and Trustee Board.

It was highlighted that the house needs a long term view/continuity of knowledge of how governance works.

The mantra is about setting us up for success. It was stated by the Tāngata Tiriti Trustees that a Trustee Board induction process has been set up to formalise the induction to set new trustees up for success.

The Trustees explained the lines of communication between them, Centres and Clusters and that they represent Tāngata Tiriti House and Centres in-between national meetings. It was reiterated that the legal obligation is held by the Co-Presidents. The expectation of what it means to be on the Trustee Board is difficult to understand when a succession plan doesn't exist. Having a succession plan will assist with setting the nominees up for success for understanding what the expectation of their role on the Trustee Board will be.

It was acknowledged there are current communication issues within the organisation. Part of this is defining the difference of expectations and reality. Taking the opportunities to attend meetings allows time to start and continue to build relationships within the team and various employees; this is an important aspect of being on the Trustee Board.

Recommendation included in the 2018 Succession Process for Tāngata Tiriti Trustee Board paper:
The current Trustees (who are re-standing) are retained to 2020 to ensure continuity during the transition phase, and to be able to continue developing strong governance systems for the benefit of Playcentre in the future. Susan and Ruth are endorsed to continue in their current positions and one new Trustee is selected.

Following the Succession plan discussion at Hui 2017, one new Trustee be endorsed to transition to the Board during 2018 and a 'formal' succession plan is established from this year's nominees.

Year	Co-President	Trustee	Trustee
2015	Viv Butcher	Susan Bailey	Ann Langis
2016	Susan Bailey	Ann Langis	Clare Ferguson
2017	Susan Bailey	Ann Langis	Ruth Jones
2018	Susan Bailey	Ann Langis	Ruth Jones
2019	Susan Bailey	Ruth Jones	?
2020	Susan Bailey	Ruth Jones	?

It was highlighted that the NZ Playcentre Federation Constitution clause 7.1.1 states '... a Tangata Tiriti Co-President elected in alternate years for a term of two (2) years' and clause 9.5 states 'all elected personnel ... shall retire annually but shall be eligible for re-election provided that any maximum term of three (3) years in any one position is not exceeded.'

The remit to change the NZ Playcentre Federation financial year in 2016 meant that the term of the Trustees for that year was extended to 18 months.

Queried whether it needed to be a decision to work outside of the NZ Playcentre Federation Constitution for the term of office for the Tāngata Tiriti President to consider the additional 6 months as a result of the change of financial year remit? Would agreement for the preceding decision be required from Te Whare Tikanga Māori Caucus?

12.30pm Lunch

1.45pm delegates returned to the meeting

It was acknowledged that this was the first time the Tāngata Tiriti house has had a conversation regarding succession planning; previous elections were held by secret ballot.

Concerns were raised regarding the complexity of the decision being proposed and the risk that the conversation may impact the nominee's mana by the possibility of needing to discuss the proposed people in the recommended succession plan.

It was suggested to highlight the skills of the nominees' to ensure that the required skills of the Trustee Board are met by the successful nominees. The document 'Skills and Traits for Tāngata Tiriti Trustees' is a tool that has been made available to the Tāngata Tiriti house; this lists the skills required by the Trustee Board.

Concerns were raised that the discussion held during the 2017 Tāngata Tiriti Hui has not been accurately reflected in the paper presented to this meeting. It was thought that the purpose of the paper would reflect the process of succession from Centre to Trustee Board this being by expressing interest and then submitting a nomination.

The 2017 Tāngata Tiriti Hui created a Kapa Mahi group to create a process for succession planning. The Trustees are currently enacting the selection/election process from this Kapa Mahi. An explanation of what had occurred at the 2017 Tāngata Tiriti Hui in relation to the succession continuum was given. There were approx. 5 members who had indicated interest to stand as a Tāngata Tiriti Trustee in the future.

To move the discussion forward it was agreed to discuss the succession plan separately from the selection process for the Tāngata Tiriti Trustee Board.

The meeting moved into groups to discuss the proposed succession plan without the recommended people.

It was stated a shared understanding was needed of what succession planning will look like and how the succession planning would work for the house.

Discussion held regarding the ways of electing/selecting the trustees. In the past Trustees were elected by differing versions of secret ballot voting.

Concerns were raised related to basing the election/selection of a nominee solely on the nomination form and the difficulties of Clusters to elect/select a Trustee when they don't necessary know the person standing.

It was queried what are the options if a consensus decision is not reached at this meeting. Response - The election/selection process was presented by the Kapa Mahi; in the event of a non-decision the process will revert back to the default which is to decide at Conference.

It was suggested that the nominees leave the meeting room during the discussion, if they wish to. 3 of the nominees left the room.

Suggested change of wording for the recommendation:

Agree to work outside the NZ Playcentre Federation and Playcentre Aotearoa Constitution to add one new Trustee and retain the two current (nominated) Trustees until 2020 to ensure continuity during the transition phase, and to be able to continue to develop strong governance systems for the benefit of Playcentre in the future.

A temperature check of the room was taken for the suggested recommendation decision.

Suggestion of options was made to assist the meeting to move forward:

- Change wording of the decision to:
Agree to work outside the NZ Playcentre Federation and Playcentre Aotearoa Constitution to add one new Trustee and retain the one current Co-President until 2020 and one Trustee until 2019 to ensure continuity during the transition phase, and to be able to continue to develop strong governance systems for the benefit of Playcentre in the future.
- Remove the '2018 Succession Process for Tāngata Tiriti Trustee Board' paper with the intention to keep moving forward with a succession plan and to select/elect the Trustee positions independently.
- Create an alternate succession plan of retaining the two current trustees, elect an additional trustee from the pool of nominations and then the successful trustees decide the best person to be Tāngata Tiriti President.

A decision was not made on the suggested options to move forward.

3.20pm Afternoon Tea

3.50pm the delegates returned to the meeting

Selection Process

Delegates shared where they were at with the selection of the Tāngata Tiriti President and Trustees.

Themes of the sharing:

- Cluster gave guidance on the selection of these roles.
- Clusters are happy to retain the two current Trustees and select an additional Trustee.
- Feel more information is needed; questions include the team working together.
- Consistency and continuity particularly within the change.
- Cluster had no understanding of the process and people; this has been being gained during this weekend.
- Representing the cluster.
- Cluster spoke about the skills needed and avoiding conflict of interest.
- Skill set has to compliment the whole of the Trustee Board.
- Preference of involvement in the grass roots.
- Alternative of retaining one and selecting two new.
- Hard to gain Centre and Cluster voice to represent at this Hui.
- Aware some of the nominees have stated in their forms that they are still undertaking training.
- Cluster was consumed with the issues within their own Centres therefore were unable to participate in this.
- Delegates were mandated to make the decision based on the information gained at the meeting.
- Could the retained Trustees indicate their thoughts of the nominees?
- Acknowledged the lack of representation from the South Island
- Shame unable to meet one of the nominees.
- Ability to represent **all** of the Playcentres; able to take their own Centre/Cluster/Association hat off.
- Open discussion about the nominees.
- The selection plan was decided at the last Hui and the succession plan is an important part of this.
- Clusters struggling with leadership; key areas are missing this includes leadership.
- Centre feels completely lost just trying to stay open at the moment.

- Felt having all the required skills on the board was more important than continuity.
- Felt the leadership has been lacking.
- Felt good time for fresh leadership at this point of a change process.
- Vehemently opposed to working outside the constitution and selecting two current members.
- Consideration of geographic spread and engagement of Centre level.
- Look at people who could emerge into the higher position and support upcoming trustees.
- Ensure the new trustee is completely fresh.

Key points of discussion:

- Cluster discussed skills represented in the Tāngata Tiriti Job description as well as specific skill sets that may exist outside of Playcentre.
- Some Centres are struggling and when questions are asked they are not being given any answers.
- Lots of Centres are without Centre Administrators, Centre Support Workers or technology.
- Lack of resources are a result of lack of funding.
- Governance would like the opportunity to outline the priorities regarding budget.
- The processes to access the funding is lacking.
- A number of situations that have occurred which was felt that has not been the mandate of the Trustee Board an example given was the cancellation of the National Executive Meeting and the remit not to hold the next National Executive Meeting and the 2017-2018 NZPF budget presented at the 2017 AGM/Conference did not include the budget for a constitutional National Executive Meeting. Felt Trustee Board is acting outside the constitution.
- Education and licensing is a huge governance issue. Some attendees felt that the governance management split has not been correctly implemented.
- Centres were promised less admin more play and it is felt that this hasn't been delivered.
- Management need to be held accountable for operational issues such as Centres not being invoiced for months.

It was stated by the delegates representing Auckland clusters that they are not prepared to work outside of the constitution.

Suggestion to implement performance review for the Trustee Board with feedback; each house should be helping our people succeed in their roles.

It was noted that the last Tāngata Tiriti Hui agreed to a Trustee to a term of 2 ½ years which was approved to work outside of the constitution.

Concerns regarding the speed of communication and implementation; queried is this a symptom of the Trustee Board also struggling?

The operational rollout has been very different across the country.

Trustee Board reporting

The Trustees had a buzz.

The Trustees each shared a verbal report on a standard week of a Trustee Board member: what information the meeting may need to assist to make good decisions; it was thought that sharing what the Trustees had been working on may assist

Susan

The Co-Presidents will communicate with each other for a couple of hours per day.

- Monday generally consists of opening and responding to emails. The Tāngata Tiriti trustees would also touch base to assess whether they need to have an online meeting during the week.
- Tuesday Co-Presidents meet online with the General Manager to discuss current action items, what's priority, support needed etc.
- Wednesday Attend Playcentre in the morning and in the afternoon meet a friend for coffee and a catch up.
- Thursday External agency meetings are usually scheduled; this week a meeting is scheduled with the Ministry of Education, and a meeting with Oranga Tamariki is scheduled in the next couple of weeks. Other responsibilities usually scheduled for Thursday include representing and advocating for Playcentre such as being on the Early Learning Strategic Group with Chris Hipkins, writing reports from those meetings for communication with the Trustee Board.
- Friday attending Playcentre.

- Weekends are kept free for family time.

Ruth

Ruth's Trustee Board hours are 9.30am - 2.30pm Monday, Tuesday and Thursday.

A general week consists of:

- Checking and responding to emails,
- Touching base with the Trustee Board as needed for projects,
- Participating in Loomio discussions and decisions.
- Writing reports.
- Relieving as representative for Ministry of Education meetings as needed.
- Talking to people from Centres.

Ruth is also an active member of the Hutt Playcentre Association at present which includes checking and responding to emails.

Ann

Ann holds the SPACE portfolio and works alongside Alaine Tamati-Aubrey on strategic governance with the Parenting Place and NZ SPACE Trust.

Participates in Tāngata Tiriti Trustee online meetings discussing operational risks.

Reading the reports from the Management Team whilst ensuring fiduciary care is met.

Current projects that the Trustee Board are working on include the Cluster Toolkit, recommendations of the Treaty Audit, future Strategic Plan, Advocacy and recruitment of senior national Management Team roles.

Trustee Board have an annual work plan which is being continually developed.

Selection/Election of Tāngata Tiriti Trustee Board

The meeting moved into groups to discuss the possible options for the selection/election of the Tāngata Tiriti Trustee Board.

Outcomes of the group discussions shared:

3 groups could not reach consensus

1 group reached consensus with a combination of Ruth, Tiso and Michelle; explanation of the reasons why these people were chosen by this group was given.

1 group reached consensus with a combination of Susan, Ruth and Tiso.

Discussion was held on the various options agreed or not agreed by the groups.

6.25pm Dinner

7.35pm the delegates returned to the meeting

Ann summarised the status of the decision making and sought suggestions to move the meeting forward.

Discussion held regarding the constitutional requirement of the term of the President.

Temperature check of the room taken for the combination of Susan, Ruth and Tiso. Consensus not met.

Temperature check of the room taken for the combination of Susan, Michelle and Tiso. Consensus not met.

Temperature check of the room taken for the combination of Ruth, Michelle and Tiso. Consensus not met.

Discussion held regarding concerns about one Tāngata Tiriti trustee and if these concerns should be centred on the whole of the Trustee Board.

Temperature check of the room taken for the combination of Susan, Ruth and Tiso with a 1 year term for all of the positions.

A way forward was suggested; consideration for the combination of Susan, Ruth and Tiso that it was felt there were skills that were missing from Trustees, the Trustee Board could co-op people for support as needed.

It was acknowledged the amount of work that the current Trustees do.

Temperature check of the room taken for the combination of Susan, Ruth and Tiso with a 1 year term for the Co-President with Michelle and Amanda supported to emerge into the roles.

Queried as to whether we could select 4 Trustees. Response given: There needs to be equality in the roles for both Te Whare Tikanga Māori and Tāngata Tiriti therefore no this is not an option at this time.

It was highlighted that Tāngata Tiriti house would like to work with Te Whare Tikanga Māori to have 4 Trustees per house in the future.

Temperature check of the room taken for the combination of Susan, Ruth and Tiso with a 1 year term for the Co-President with Michelle and Amanda supported to emerge into the roles.

A statement was made by Auckland, Te Akoranga and East Waikato Clusters/Associations: *'We will stand aside if the decision consists of combination of Susan, Ruth and Tiso with a 1 year term for the Co-President with Michelle and Amanda supported to emerge into the roles. A succession plan to be developed with Michelle and Amanda and anyone else interested in being supported to emerge.*

*We **do not** want to see in the future the Trustee's authoring and presenting a paper that recommends a decision that names who should be elected to the board. This does not exclude the house seeking advice from the Trustees on potential nominees.'*

The succession planning process needs to be designed by a Kapa Mahi from the Tāngata Tiriti house not from the Trustee Board. Highlighted the Succession Plan decision paper was a conflict of interest because it was written by the Trustees who were also nominees. However, it was noted that Trustees may participate in the Kapa Mahi.

Follow up was made with Michelle and Amanda if this outcome would work for them.

Decision:

Meeting agreed to Susan Bailey (Co-President for a one year term), Ruth Jones (Trustee for a one year term) and Tiso Ross (Trustee for a one year term) with a succession plan to be developed by a Kapa Mahi group. The succession plan to include Michelle Hutton, Amanda Russell and other interested members for emergent leadership.

The selection of Trustees to be ratified at the 2018 NZ Playcentre Federation AGM.

Wonder Woman Award

The Wonder Woman Award went to the Upper South Island Region.

Meeting closed for day at 9.00pm

Sunday 10th June 2018

8.50am Meeting opened for the day with a karakia and waiata

Susan opened the meeting for the day by acknowledging and thanking the delegates for the mahi, energy and passion that occurred during the discussion and decision making the day before.

Membership 'Database' for Tāngata Tiriti House

This item was deferred to a future meeting.

Housekeeping

Meagan presented the shuttle schedule for those who were traveling by plane from the meeting. The National Hui Claim Form was explained and would be made available to delegates. An opportunity to feedback on the meeting was also explained with a SurveyMonkey link that would be made available to delegates.

Hui Logistics

It was explained that changes with Air NZ means that flights are booked with the passenger's details and attendees are not able to fly under another delegate's name. Therefore if changes are made to the delegate attending, then flights must be cancelled and rebooked; these last minute or any changes to delegates have a negative cost effect on the budget.

It was discussed that at the 2017 Tāngata Tiriti Hui, the meeting decided that one delegate would attend per Cluster. It was acknowledged that the house wanted to support Tuakana/Teina. A brainstorm occurred with suggestions on how to support other clusters to attend and support Tuakana/Teina.

Decision:

Meeting agreed to budget for 70 delegates; based on 2 delegates attending per Cluster. Budget to include additional funds for Tāngata Tiriti Trustee Board nominees to attend.

Feedback given on the logistics of future meetings: This included the communication timing of the date of the Hui and papers/information with regard to Cluster meetings, clarification of the hui preparation information i.e. summary focussed for new delegates and more details included in the papers to highlight the decision to be made at which meeting and to include the author.

Nat Exec and AGM Negotiators Prep

An explanation of the Negotiator role at the National Meetings was given and discussed.

It was stated that Deb Smith (Wanganui Playcentre Association) did an excellent job of representing Tāngata Tiriti as a negotiator in the past.

Suggested negotiator pool for the 2018 NZ Playcentre Federation AGM: Deb Smith, Michelle Hutton, Amanda Russell and Rachel Rix-Trott.

In the past there has been Tuakana/Teina for the negotiator roles. If Deb Smith is not able to attend then the Trustees will review the registration list with the intent to ask a registered delegate who has been a negotiator before.

The negotiator list will be communicated prior to the 2018 NZ Playcentre Federation AGM by the Trustees.

AGM attendees:

It was stated that the 25th June is scheduled for the High Court hearing to start the court process for the legal amalgamation. Under the current constitution the Associations are the members of NZ Playcentre Federation and will need to be the delegates for the 2018 Playcentre Federation AGM. If the High Court process is completed then we will be under the new Te Whānau Tupu Ngatahi o Aotearoa – Playcentre Aotearoa constitution and Centres will be the members.

It was previously decided that 20 delegates would be chosen from the Hui to attend the AGM.

Delegates will be:

Gill Morgan	Khrystal Parkes
Rachel Rix-Trott	Ange Macky
Pennie O'Connor	Tracey Miller
Kim Mason	Liz Ashburner
Erin Firmin	Delwyn Le Quesne
Michelle Hutton	Amanda Russell
Steph Wood	Melanie Marr
Rose Goodger	Sarah Adlam or Danielle Boswell
Rosie Shanks	
Taranaki Association/Cluster	Tiso Ross as Trustee Board nominee
Miriam Walker	

If there is a reason why one of these people cannot attend they will find someone from their Cluster to attend in their place. Centre and Federation Life Members are able to attend the NZ Playcentre Federation AGM as it is an open meeting however they will not have a voice or voting rights.

Discussion held about joining the Tāngata Tiriti Facebook page. An invitation will be sent to delegates and existing members are free to add other Tāngata Tiriti members.

10.15am Morning Tea (During morning tea delegates were asked to write their strategic aspirations on paper)

The meeting returned to the room at 10.55am

Discussion regarding the Succession Process Kapa Mahi. The Kapa Mahi will consist of Tiso Ross, Rachel Rix-Trott and Michelle Rose, Del. It was agreed Tiso will coordinate Kapa Mahi.

Strategic Aspirations

The process for the collated Strategic Aspirations collected at morning tea was explained as follows:

- Strategic aspirations will be taken to the Trustee Board.
- Themes from the two houses will be gathered and given to Operations to review.
- Operations will advise what is achievable, etc.
- 2018 NZ Playcentre Federation AGM will be presented the collated aspirations with the next opportunity for grass root discussion occurring at the 2018 NZ Playcentre Federation AGM.

Review of the current Strategic Plan will be completed at the July Trustee Board meeting and will be communicated to the organisation. Any strategic plan feedback can be emailed to the Tāngata Tiriti Administrator.

Delegates or Tāngata Tiriti members can email Ruth with additional aspirations.

Ruth will be looking at past Strategic Plan and through the themes collated from the house's Hui.

Poroporoaki and close of the meeting

Meeting closed 12.00pm

DRAFT

Appendix 1. Tāngata Tiriti President Opening and Welcome

Tēnā koutou, tēnā koutou, tēnā koutou katoa
Nga mihi nui ki a koutou katoa

Ko Susan Bailey taku ingoa
No Tangata Tiriti Co-President, NZ Playcentre Federation

Kia ora and welcome to everyone here
I am Susan Bailey, Co-president for Tangata Tiriti, and along with my team
We welcome you all to this space,
We thank you for your time, your energies and for being present
We also thank your families for maintaining the home fires while you are away

This is our third nationally co-ordinated Tangata Tiriti Hui – processes are still being refined and so again, this has been another learning experience, for us, and the organisation, and the learning will continue as the weekend unfolds, and beyond.

We're really excited that we are at a Marae, at this Marae, for our Hui. There will be new learning for some of us, over the weekend. We know we are blessed to be here by the hau kainga, the family of this marae, and we thank them for that.

I'd like to introduce our tokotoko, - he resembles 'our bicultural journey and when he is no longer needed he will be returned to his Kainga Tūturu'.

He was gifted to Playcentre, at our Conference held in Tāmaki Makarau in 2008 by the Kaumatua at that time, to support us in our current journey.

And so, it is my privilege to welcome you all here, to our third Tāngata Tiriti Hui - and along with my team, Ann, Ruth, and Meagan, I hope you all have an enjoyable time, supporting and taking care of each other and yourselves, and the tamariki who are here, who are the future of Playcentre and can remind us the reason we are here.

As we work together this weekend, I'd like to you keep in mind what Playcentre means to you, and remember that this will remain with you, where ever life takes you. Life is a journey, and Playcentre has been part of all our life journeys so far, and I think you would all agree that we are all here to do what we can to enable Playcentre to continue to be around for future NZ parents & their tamariki.

Also keep in mind, our partners in Playcentre, Te Whare Tikanga Maori. In 1989 Playcentre made the commitment to biculturalism and publicly endorsed the Treaty of Waitangi – in 1994 the Constitution was amended to read "*The NZ Playcentre Federation acknowledges Te Tiriti o Waitangi as the founding document of Aotearoa, New Zealand*". Since then, we have been working out how that looks and how it can work for us, as Playcentre. We are still learning, and we will continue to learn, and grow, as individuals, as members of Playcentre, and as a co-operative organisation.

As we work together over this weekend, continuing to build the culture of our whare, look towards the future for Tangata Tiriti members of Playcentre, we need to consider our responsibility to each other, and the relationships we will create; the partnerships we can sustain, and acknowledge the journey that each one of us has had and is having.

We, your Trustees, don't know everything. We are part of your team, doing the best we can, with what we've got – we need your help and continued support, to get Playcentre through this time of change. We can get through this together, unified, we are stronger...

Aroha mai, Aroha atu

Tena kotou, tena kotou, tena kotou katoa

Appendix 2. History of the Tāngata Tiriti Hui Cloth



Dear Tangata Tiriti,

This cloth was gifted to Tangata Tiriti by me (Morna Haist), facilitator for Tangata Tiriti post conference 2017. I have placed this cloth in the circle of 100's of Playcentre meetings, trainings and conversations over the past 12 years.

It sat in the middle of the first meeting of Tangata Tiriti when Playcentre began formally enacting the two house model and in many meetings of Tangata Tiriti since. It travelled the length of New Zealand listening to and collecting the hopes and dreams of each region during the restructure roadshows. It carries the memories of literally 1000's of Playcentre conversations from all parts of New Zealand. It even travelled to Wales to represent Playcentre at the World Play Conference.

May this cloth act as a taonga for Tangata Tiriti.

A physical reminder that when you sit in this space, you are the stewards of an important conversation that began when Playcentre began and will continue long after your time. A conversation that has impacted the lives of hundreds of thousands of New Zealand families.

This cloth represents the moments of collective understanding and consensus in the house. The moments when diverse views, ideas, talents and opinions merge to create something that no one person can create alone. These moments are created when we work in service of something greater than ourselves, when we are able to work skillfully with the places where we each get tricked and trapped. When we are able to lean into the spaces that exist between 'I'm right and you're wrong'. When we learn to speak with intention and listen carefully. When we are able to loosen the grip on our fixed positions, to lighten up, to laugh together and sing - don't forget to sing, it's what we do.

Enjoy your time as stewards of this conversation and the incredible opportunity for self-growth you have in this space. And if one day this conversation is finished, please find me and return this cloth.

With love and appreciation for the work you do for Playcentre, Morna Haist

Appendix 3. Group Work on Emergent Leadership

We need to keep people involved in Playcentre even when their children have finished Playcentre (our knowledge and our heart).

Delegates who have fought for Playcentre for years.

We need to foster Tuakana – Teina urgently.

We need to fill the gap in the pathway urgently.

Formalise at Centre/Cluster level.

We need to see transparency (e.g. open meetings)

We need better communication – formal and informal

We need to foster relationships between board and new emergent leadership pathway

We need to get more people involved in the mahi e.g. kapa mahi, leadership groups

We value the voice of new members equally to others

We need continuity of knowledge regarding how governance works; knowledge database

We need help with effective emergent leadership at Centre level first!

We need help with the stuff that is taking up our time so we can focus on emergent leadership.

We need a formal governance leadership pathway

What's Working?

Baby steps into roles – taking on tasks then building on it

Tuakana/Teina, mentoring

Shoulder tapping / seed planting

What's not working?

We recognise that there needs to be a mentoring level of support for those who are keen to move forward to a leadership level.

What do we need?

Another layer between Centre/Cluster and Trustee Board

A best practice model from HR

Discuss during education pathways

Putting our faith in the process the experience the 'oldies' and the 'newbies'. Mentoring.

We need to raise awareness of the value of Playcentre in today's age – increase numbers, increase opportunities for new leaders

Official leadership programme; certificate / recognition

We need centres and members engaged.

We want help to:

Get Emergent Leadership growing

Restarting the culture of Emergent Leadership

We want to see light at the end of the amalgamation tunnel

We feel that Emergent Leadership is just one of our goals and challenges; amalgamation, C3s, operations, governance, supporting members

We are experiencing loss of knowledge; smaller families, shorter times at Centre per family, less time to grow in Playcentre

Who's role is it and how can we make time for growing Emergent Leadership? Solution: stepping back from core roles to make time?

Challenge: more members working part time, family, business, etc.

Increase diversity of leadership e.g. English as second language, immigrants. People without prior tertiary education

Foster Tuakana/Teina

Sharing role experience, expertise and expectations

Suggestions: Delegation

Grow the skills of growing Emergent Leadership

Say 'my way of being President is not your way'

Skills identified for Playcentre leadership to create pathways

What's working?

Personal touch, shoulder tapping (Centre level)

Allow/make space for people

Inspiration/role modelling

Open conversations, flexibility around expectations

Negotiations

Shared roles – sense of contribution, ownership, belonging, team approach

Buddying/mentoring

Ongoing talks/culture of succession planning

What's not working?

Life/external circumstances, burnout

Communication pathways not working consistently

Missing guardianship team – level between Cluster and Trustee Board; formalised?

We want a guardianship team with specified purpose chosen by Clusters to fill gap between Clusters and Trustee Board.

What's working?

Cluster meetings with set processes

President/Cluster reps – Communication via various methods; email/newsletter, shoulder tapping

Tuakana/Teina – Can we 'formalise' this model?

Leadership teams at Cluster and house level; like Associations

What's not working?

Clusters; what is governance? Open PD that could be shared on website (sits there and can be called on at any time)

Clusters not engaging or interested in governance

Fear of the unknown; communicate to Centres that they can contribute Tuakana/Teina

Time scale to get to Tāngata Tiriti; those that aren't 'in Centre'

Some Clusters not working

We want leadership teams at Cluster and House level

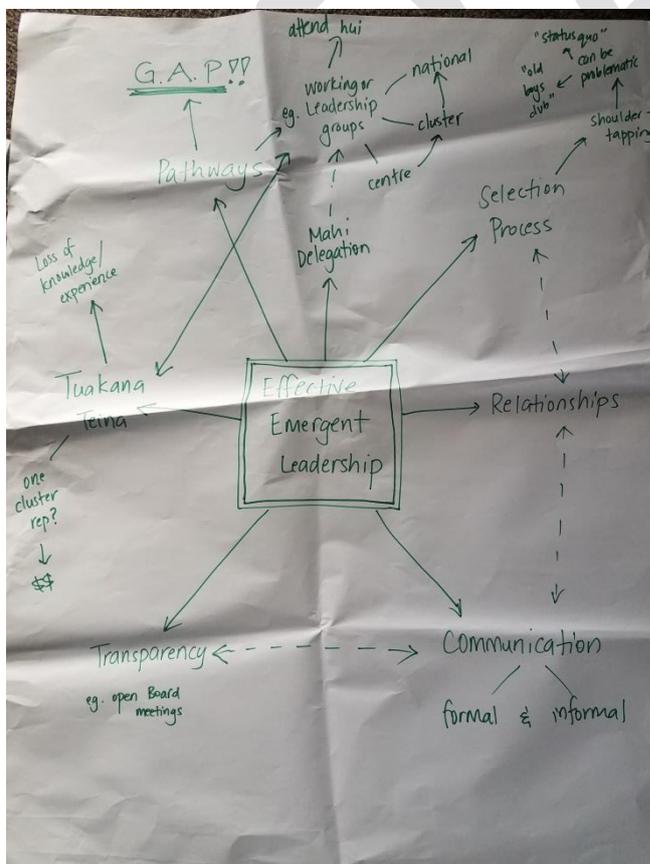
We want to preserve Tuakana/Teina

We want feedback from Hui to be welcoming to others

We want all Centres to be supported and actually engaged in Clusters

CSW – Cluster check ins?

Centre members, ex-members; how can we have them involved?



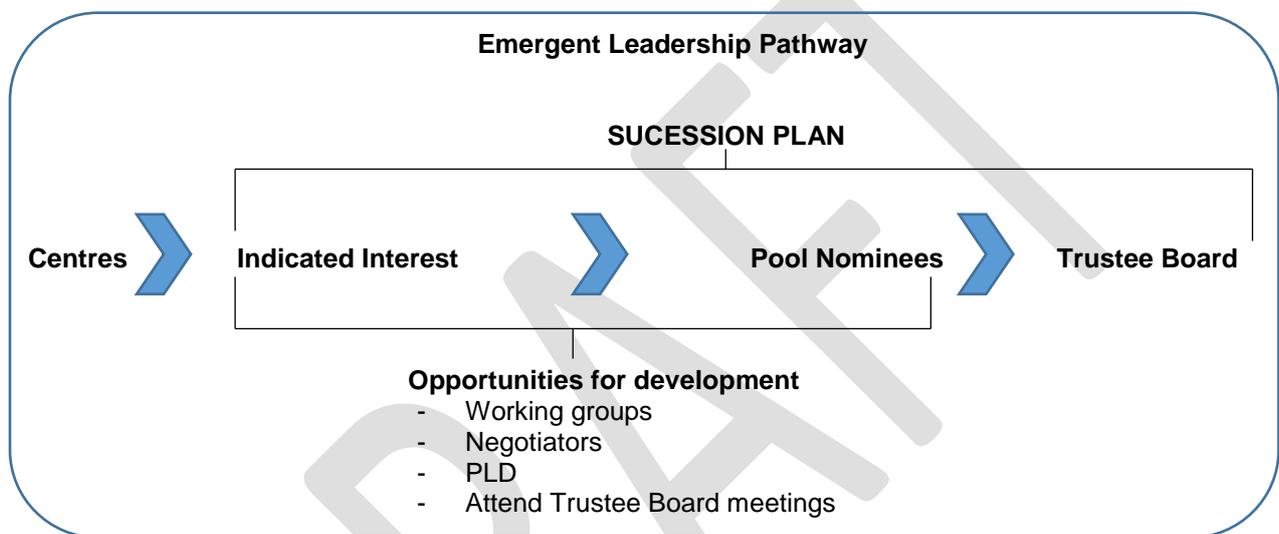
Appendix 4. Tāngata Tiriti Group work

Bus Stop

- Concern regarding the recruitment and retention of appropriate people for CA and CSW. Can we relook at employment packages and structure for experience? In particular: mileage.
- Goal 4 of the Strategic plan: More \$\$\$. Where are we with this? Can we put mahi into this?

Succession Plan

- People 'in the wing' Pairing up, attending meetings; support these people
 1. Identify these people
 2. Attendance and engagement in – Centre, Cluster, Tāngata Tiriti/Te Whare Tikanga Māori Hui, AGM
 3. Gain experience/skills
 4. Taken under wing of current or past Trustee Board members
 5. Putting hand up / shoulder tap
- When the time is right
- Do we need/will we need nominations?



- How do you make it onto the plan?
- How can you remove someone whom you have concerns about? Vote of no confidence?

Review Yearly

Option: Choose 3 trustees and they choose Co-Presidents as they know each other's skills best. We ratify at AGM (Nov)

2/3 stay each 2 years. Co-Presidents alternate changing

Form on website to show interest in becoming a trustee. And advertise (put on list) at hui

Succession Plan Questions

- When does the co-President for the other house change?
- How is the conflict of interest of the authors of the paper being the beneficiaries being dealt with/managed?
- We expected Ann (who has been a trustee for 2 years) to emerge/stand for co-President. We know life happens but why didn't we know about this until nominations were circulated.
- Was there any other nominates for co-President? I didn't see a form sent out for this option.
- Where is the space for the current trustees to be involved (knowledge of the job and who they think would be able to contribute to the role as they know it).
- Clarification of the intention of this paper please? Choosing Trustee Board members or collaboration on a succession plan

Effective Emergent Leadership

- Skill sets

- Feeling that Centres are struggling; leadership lacking
- Constitutional requirements

As part of education/course work have a module on Governance/Playcentre structure; plant the seeds at CENTRE LEVEL. Empowerment.

Expressing an interest in Trustee Board – Meeting Hui with Trustee Board and other E.O.I.

Mentoring/accreditation/recognition/upskilling

Problems with Voting

- No preparation for role; start the next day.
- Lack of opportunity to talk openly about process.
- Concerns around basing decision on nomination form.
- Supermajority requirement, possibly no one elected.

Tāngata Tiriti Hui

- 34 delegates plus 4 Trustee Board/staff
- Budget 40 delegates based on 20 Centres per Cluster
- Delegates also coming as nominees not ideal
- 420 Centres
- Budget roughly based on 70 delegates roughly 2 reps per 10 Centres plus nominees
- Ways forward
 - Carpooling
 - Join Clusters to make roughly 20 Centres, 1 per each Cluster
 - Cluster pays for some cost; mileage, registration
 - Increase the budget to allow for more delegates
 - Application process for extra delegates
 - Consider alternative venues to decrease cost

Management Brain Dump

- 60 credits = 600 hours of national learning; this is not achievable in one year!
- ID where concerns from as regional concerns vary
- Our current enrolment forms (that current members signed) agreed to complete Te Wai (Course 1). How do we change what was signed and agreed to a new minimum education level? (I'm assuming the PIA is the new minimum requirement?)
- Levy/Bulk Funding concerns. What support are we getting? Transparent, detailed. Huge lack of communication and support for some of our struggling Centres.
- Policies/procedures etc are supported to be standard but we're still hearing different things being told across the country.
- Complaints process for issues with and lack of service delivery
- Timeframes required for PEA and Cert roll out so C3s and paid support have adequate time to complete prior to 2020. (North Shore)
- National standardised processes/policies/ advertising consistency nationwide not Centres trying to mickey mouse things themselves on word
- How can Centres (who effectively are the employers of our staff) manage/work with employees when we don't know what is in their contracts e.g. pay rates, holiday pay, employment schedules, annual leave entitlements, etc?
- We have zero communication from our hub to our Centres (Lower North)
- We don't know who to ask questions to at our hub or NZPF; can we get a clear picture of job roles and responsibilities? (Lower North)
- Facebook should not be how we hear things!!
- Huge concerns about PIA workload for new parents; logistics of delivery for the stage of life that these people are at. If this is needed as 'C1' licensing requirements, will result in a loss of people for us for sure. And the course is run where you can't take your children.
- Concern on the time (duration) required to get new staff contract (currently have staff working on good faith without contract or pay). This is not being a good employer! (Lower North)
- Also amount of work for Centre volunteers to organise new staff (no help from our hub) (Lower North)
- Some stuff in contracts are taking too much power away from Centres.
- We don't want pay rates for Centre employees to be set by NZPF! – Not living wage! We feel opposite should be living wage.
- Education programme

- Duration to achieve is too long compared with average time for families in Playcentre in our area (North Shore)
- Doesn't feel like 'more play' or higher ECE quality if time doing education and office holder roles keeps increasing i.e. cluster rep, supporting people through change, understanding new education (also due to member turnover (North Shore)
- Hard for small number of members who often have president/C3/organisation/governance hats to find time for play (North Shore)
- Lack of C1s is causing problems for us – its horrible to have to apply for discretionary funding due to lack of C1. The time it'll take new families to achieve a qualification to count towards licensing is too long.
- Internet connection
 - Some Centres still don't have any
 - Wireless modem?
 - Pay for installation?
 - CAs having to remove documents from Centres to input
- It got brought up today about hire agreements and how it seems that things are being made too difficult by Federation. We now have to have a Federation agreement which there are 5 different agreements. We are of the understanding that it has to be sent to Federation 7 days prior to the hire date and then approved. This seems a lot more time and effort when we will also need to have our own hire agreement attached as it has the important details that are relevant to our Centre along with all the legal requirements as we have has this approved by a lawyer. We will be having a discussion at our next meeting but it is looking like it will be too time consuming for us to continue to hire our Centre with all these new hoops to jump through and extra details required, therefore we won't be hiring our Centre and that will lose us some valuable income. Wasn't having a Federation supposed to streamline everything to make things easier, less paperwork etc? This is not what we are dealing with at ground level.
- Funding/grants to enable support for Centres 'extras' Grants person to obtain their own income (North Shore)
- Really need to promote Playcentre as great ECE, school prep, etc. Attract new members. Stem tide of 4 year olds to Kindy (an issue for some North Shore Centres but not all)
- Can it please be explained where our 50% funding goes as we don't seem to see much coming back out of what we are giving Federation
- Centre sound concerned about the number of workshops required of new members for the first courses; not a slow intro like C1 was.
- Communication
 - More timely please
 - Who it is for in the subject line so easier to forward
 - Summarise important points/dates at the start
- Develop a performance review system to give feedback and suggestions during the term for board members.
- Concerns as to how smaller Centres obtain high training levels (North Shore)
- Need more operational support for smaller Centres; in terms of office holder support (North Shore)
- Education: Better education quality or/is it too hard for Centres = paid support, change in philosophy (North Shore)