Te Whānau Tupu Ngātahi o Aotearoa | Playcentre Aotearoa

Tāngata Tiriti Hui 2020

Hosted and facilitated by Te Whānau Tupu Ngātahi Aotearoa Trustee Board



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Tiro whānui | Overview

Centres and Rōpū Māori are the governors of our organisation. Being a governor comes with rights and responsibilities. As a governor your rights include having representation at national meetings and input into the strategic direction of our organisation. Your responsibility is to carry out your governance role, this includes participating in all community consultation. For more details on how centres can engage in National Governance please see the <u>Governance section</u> of the website (you must be logged in as a member to view this section).

The 2020 Tāngata Tiriti Hui will be held as follows: **Date:** Saturday 14th – Sunday 15th November 2020 **Time:** 9.30am **Place:** Zoom/Online

These meetings are being held online due to the current Covid-19 situation. Hui registration will be open to all Centre and Ropū Māori members as this opportunity allows us to remove the limit on the number of attendees, so come along and engage in national governance!

Hui ā-Tau Māori is open to those members who identify as being whānau of tamariki Māori within Playcentre Aotearoa, Tāngata Tiriti Hui is open to all centre members.

As per our previous practice both hui will follow the same format and our focus this year will be connecting and bringing deeper understanding of Playcentre philosophy in practice. We plan to do this through professional development sessions on Huringa Pūngao and an indepth look at Governance in Playcentre as well as a session for house business.



<u>Please note</u> the only papers representatives will be making decisions on are:

- **Approving** the minutes of the Tāngata Tiriti Hui June 2019, Tāngata Tiriti Hui November 2019, and Tāngata Tiriti Whare minutes AGM November 2019.
- Selecting a Tangata Tiriti Trustee for endorsement at TWTNoA-PA AGM 2021.

There is opportunity for members to submit written questions and have those responded to prior to both hui. Questions regarding both hui agenda and papers must be submitted to the (<u>co-presidents@playcentre.org.nz</u>). **The deadline for questions is 12pm, Friday 25th September.**

Registration details:

Please register via Lil Regie <u>here</u>. Deadline <u>12pm</u>, Friday 23rd October for both hui.

The Zoom link will be available to registered members in the week before the relevant hui.

Ngā Whāinga o Te Whānau Tupu Ngātahi o Aotearoa 2020 | Strategic Survey 2020

The purpose of this survey is to engage our members in strategic planning and inform board strategic planning.

Before you complete the survey please read the 2020-2030 Strategic Plan (which was confirmed at Playcentre Aotearoa AGM 2020) <u>here</u>.

The link to participate in the Strategic Survey 2020 is <u>here</u>.



Kaupapa Ture 2021 | Constitutional Review 2021

It has been previously agreed to review the Constitution two years after legal amalgamation, which is coming up in 2021. We would like to acknowledge that a lot has changed even in the last year. Understanding that our volunteers, members and Trustee Board, are all balancing life and Playcentre responsibilities, we want to focus our mahi productively and wisely.

To review any constitution robustly takes a comprehensive approach over a number of years. Before we start this mahi the Trustee Board would like to ensure that our members are going to engage with the process to meet our constitutional requirements.

In order to gauge the level of participation in this process the Trustee Board requires an indication that Centres and Ropū Māori are willing to engage in the constitutional review. For any alterations to the constitution to be approved we need at least 80% of centres and 80% of Ropū Māori to agree (TWTNoA-PA Constitution Clause 14.1).

Please answer the question relating to constitutional review inside the Strategic Survey 2020 here.

Nā mātou noa, nā,

Ruth Jones, Avis Stewart, Michelle Hutton, Tiso Ross, Char Martin, Ranee Davies

TWTNoA-PA Trustee Board (2019 – 2021)



7th September – Hui notice circulated (emailed to Centres and on Website)

25th September – <u>12pm</u> deadline for questions for both Hui to <u>co-presidents@playcentre.org.nz</u>

12th October – Responses to questions will be sent to circulated (emailed to Centres and on Website

23rd October – <u>12pm</u> Registrations for both hui close

31st October/1st November – Hui ā-Tau Māori online

- 14th/15th November Tāngata Tiriti Hui online
- **16th November** <u>**12pm</u> Strategic Survey 2020 closes</u></u>**



Expectations of Attendees and Representatives

Consensus is the decision-making tool used within our Whare.

Tāngata Whenua representatives to National Meetings are expected to represent the views of the Ropū Māori group, e.g. Puriri Whakamaru, and whanau of tamariki Māori (where families wish to be identified as Māori) within the Centres of their region.

Tāngata Tiriti representatives to National Meetings are expected to represent the views of members within the Centres of their region.

Representatives are expected to seek clarification on topics from the Trustees PRIOR to National Meetings. The deadline for questions is <u>12pm</u>, Friday 25th September. Responses will be sent to centres on Monday 12th October.

Zoom Meeting protocols

The Zoom meeting will be opened at 9:15am to enable attendees to sign in, we require name, Centre, region and Ropū, if applicable. i.e.: J Smith, ABC Playcentre, NNI, M Blige, ABC Playcentre NNI, Ropū

All attendees will be muted once the meeting officially opens. Host (Trustees) will unmute when required.

Please use zoom tools (raise hand, thumbs up, chat)

Breakout rooms

These are a tool which will be available should the whare choose to utilise them.



Representatives

A person that has been selected from the regional space to represent their views at Playcentre Aotearoa Hui. There will be four representatives per region, through the constitutional clause of 10.5. Representatives should consider the geographical area and ensure that all have an opportunity. We are using Ngā hau e wha concept – a representative from the North, South, West and East of their region. The following is just a guide and hopefully useful for some.

For Tāngata Tiriti hui, our expectation is that ideally regions will always meet prior to hui (in person, electronically or whatever works for your region), have discussions and confirm four representatives. If you need support with this please email the Co-Presidents (<u>co-presidents@playcentre.org.nz</u>).

Purpose – To carry the mandate of the region. To gather the "governance voices" from their region and table it at hui.

How much time will a representative need – please refer to the Agenda. Attendees are expected to be present for all sessions.



Agenda

Saturday, 14th November 2020

9:15am	Sign into Zoom waiting room (Please sign in, meeting is open)
9:30am	Nau mai Welcome
9:30 – 11:30am	Session 1
11:30am – 1:00pm	Lunch Break
1:00 – 3:00pm	Session 2
3:30 – 5:30pm	Optional networking time, time subject to change based on interest

Sunday, 15th November 2020

9:15am	Sign into Zoom waiting room
9:30 – 11:30am	Session 1
11:30am – 1:00pm	Lunch Break
1:00 – 3:00pm	Session 2

Karakia Tīmatanga

Kia hora te marino	May peace be widespread
Kia whakapapa pounamu te moana	May the seas be like greenstone
Hei huarahi mā tatou I te rangi nei	A pathway for us all this day
Aroha atu,	Let us show respect for each other
Aroha mai	For one another
Tātou i a tatou katoa	Bind us all together
Hui ē,	
Tāiki ē	

Playcentre Journal, Issue 162 – Summer Raumati 2020, pages 34 & 35



Waiata

Following each mihi or karakia, 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.

Waiata for Playcentre Aotearoa is our Mōteatea: E Tipu, E rea. Here is the link https://www.youtube.com/watch?v=Nndh_g86bWw. Please make sure you are familiar so you can join in.





Karakia Whakamutunga

Kua mutu ā mātou mahi	Our work is finished
Mō tēnei wā	For the moment
Manākitia mai mā katoa	Blessings upon us all
O mātou hoa,	Our friends
O mātou whānau	Our families
Aio ki te Aorangi	Peace to the universe

Playcentre Journal, Issue 162 – Summer Raumati 2020, pages 36 & rear cover



Introduction

Minutes of Tāngata Tiriti Hui, June 2019 can be found here.

Minutes of Tāngata Tiriti Hui, November 2019 can be found here.

Minutes of Tāngata Tiriti Whare AGM, November 2019 can be found here.

Any corrections to the minutes must be emailed to <u>co-presidents@playcentre.org.nz</u> by 12pm, Friday 25th September.

Recommendation

- 1. The Meeting agrees that the minutes of Tāngata Tiriti Hui, June 2019 are a true and correct record.
- 2. The Meeting agrees that the minutes of Tāngata Tiriti Hui, November 2019 are a true and correct record.
- 3. The Meeting agrees that the minutes of Tāngata Tiriti Whare AGM, November 2019 are a true and correct record.

Nā mātou noa, nā,

Ruth Jones, Avis Stewart, Michelle Hutton, Tiso Ross, Char Martin, Ranee Davies TWTNoA-PA Trustee Board (2019 to 2021)



Introduction

The following constitutional clause outlines the responsibilities of the Trustee Board:

- 9.4. Subject to the direction of General Meetings of Playcentre Aotearoa, the responsibilities of the Trustee Board shall include:
 - 9.4.1. being guardians of the philosophy of Playcentre Aotearoa, always acting in the best interests of Playcentre Aotearoa and of Centre members and their children/tamariki;
 - 9.4.2. leading the development of the strategic direction and operational strategies of the organisation for approval at a General Meeting; ensuring the direction is relevant, achievable and responsive to needs;
 - 9.4.3. providing leadership and direction to Playcentres, inspiring a shared vision, building commitment and trust;
 - 9.4.4. maintaining oversight of the operations and the adult education programme of Playcentre Aotearoa;
 - 9.4.5. policy consultation within Playcentre Aotearoa;
 - 9.4.6. ensuring that the Budget and Annual Plan is prepared for approval at the General Meeting;
 - 9.4.7. advocating for Playcentre Aotearoa on matters concerning families and Early Childhood Education;
 - 9.4.8. fostering collaboration, modelling partnership, innovation, shared decision making and accountability;
 - 9.4.9. performing the fiduciary and legal responsibilities of governance, ensuring sound internal control and management of risk;



9.4.10. providing wise stewardship of Playcentre Aotearoa assets and resources; and

9.4.11. setting standards for, and evaluating performance.

The current Trustee Board supports Gill's nomination to the role of Trustee of Te Whānau Tupu Ngātahi o Aotearoa – Playcentre Aotearoa. Gill's nomination form is below.

If you have questions you wish to be directed to the nominee, please email them to the

Co-Presidents (<u>co-presidents@playcentre.org.nz</u>) by 12pm, Friday 25th September to be forwarded on.

Recommendation

The Meeting selects Gill Morgan as Tāngata Tiriti Trustee for endorsement at TWTNoA-PA AGM 2021.

Nā mātou noa, nā,

Ruth Jones, Avis Stewart, Michelle Hutton, Tiso Ross, Char Martin, Ranee Davies

TWTNoA-PA Trustee Board (2019 to 2021)





Te Whānau Tupu Ngātahi o Aotearoa

Kaitiaki | Trustee Board nomination form

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 Playcentre Aotearoa 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 reflect their commitment to Playcentre by choosing Playcentre as the main early childhood education for their children.

Name:	Gill Morgan	
Playcentre:	Waikanae	
Rōpū Māori:		
Region:	Lower North Island	MARCIN /

EDUCATION AND SKILLS THAT WOULD ADD VALUE TO THE TRUSTEE BOARD

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

I am aware I have a great deal to learn about Te Ao Māori. Whilst at Playcentre I took as many opportunities as possible to learn and understand our Māori culture. Some of the ways I engaged were to join the local bi-cultural Playcentre session in my daughters last year, so we could learn together. It is a thrill to see her using more Te Reo in her everyday language and her excitement in learning Te Reo has continued. While at centre I -

· Supported the role of bi-cultural officer within our centre.

• Facilitated an environment that is respectful and endeavours to enhance its understanding of tikanga Māori i.e. the manner in which Hui is conducted.

• Supported an environment that is rich in Te Reo and where te ao Māori is represented, i.e, on our walls and in the resources provided.

• Undertook and supported/facilitated others in our centre to attend bi-cultural training offered regionally.

• Supported the regional decision for a noho marae.

• Maintained relationships and communication with the local Te Whare Tikanga Māori delegates.

I had studied Te Tiriti previously but had the opportunity to revisit during my Playcentre Course 4 study. With time and maturity came a different deeper perspective and this is learning I will take forward into working in partnership. I have attended two national Annual General Meeting's now and have found seeing the two house model working humbling and invigorating, and the respect that is afforded to all parties and the positive buy-in when decisions are made.



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

My time with my own children in centre ended in August 2019 after 9 ½ years, as my youngest child started school. I have a deep passion and enthusiasm for Playcentre being a valid way to educate our tamariki, focusing on learning through play, parents as first teachers and a supportive nurturing environment for whanau. I hope that I have been instrumental in creating a membership that has become more informed and more aware of what is happening nationally so they are better placed to make decisions for our children, centre and organisation.

Whilst at centre I worked hard to build relationships with our local primary schools, and I see it as a credit to our training that teachers specifically asked our parents to be involved in class, due to their knowledge of Te Whāriki and play-based learning. We also become actively involved in NE/ECE clusters as well as some local CORE

Since my children have moved on from centre I have continued to support my centre and my cluster, attending whare Hui and AGM to maintain a voice at national level. My cluster is made up of small town centres and I believe it is important that these voices and those of our rural areas are not lost.

I have also had the privilege of delivering the new PIA education program, facilitating the SPACE program and I support one session a week at Waikanae Playcentre. Should I become a Trustee, I do not intend to continue in paid roles.

What will you contribute to the Trustee Board?

On a board, I can contribute as being a proactive and intelligent listener. I am able to take on other people's views and process opinions and experiences that are different to my own. I take my time to read documents and will ask questions beyond what is initially provided if I feel there are gaps. I have spent most of my professional and voluntary life focused on the welfare of children, woman and families and continue to have a focus on what is in children's best interests. I have worked in an information sensitive environment and believe that maintaining confidences would also be important to this role.

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

I spent my first 15 years in the Horowhenua town of Levin before going to boarding school in Fielding for the last two years of high school. I attended Massey University, Palmerston North completing a Bachelor of Social Work. After working for several years in Wellington and Auckland, I moved to the UK with my now husband.

I returned to Aotearoa in 2007, setting up home in Waikanae, where we have remained. Prior to becoming a mum, my career as a qualified Social Worker included Maternal Mental Health, youth justice, fostering and adoption, child protection and working with former refugees. I worked as both a Senior Social Worker and an Independent Social Worker while in the UK.

Whilst studying Social Work I also trained and worked as a personal trainer, and have returned to teaching in this industry. My voluntary roles since returning to Aotearoa have been in Girl Guiding NZ as a Brownie leader for 6 years and at times, a Guide and Ranger leader and briefly filling the role of District Commissioner. In 2012 after observing a need, I started and facilitated a local Maternal Mental Health support group. The group continued after I left to have our third child, facilitated first by one Playcentre friend and then another, before it was eventually taken over by an Occupational Therapist. I continue to be parent help at school at various times in my children's classes. I am currently a Cubs leader, co-president of our school Home and School committee and am starting a Pippins group in term 4.

Time Commitment – please comment on your ability to meet the time commitment for the Trustee Board Member role:

It is difficult to answer fully regarding time commitments as it appears this is changeable depending on the needs of the organisation at the time. However with my youngest at a school, a change in my commitment to paid Playcentre work and my determination to do a job well - should I become a Trustee, I believe I will be able to accommodate this role in my life.



Governance: Tāngata Tiriti

Procedure

Selection/Election of Tāngata Tiriti Trustees

At the beginning of the selection cycle, the Tāngata Trustees will confirm the timeline. Ideally nominees would have already identified themselves and become part of the emerging group prior to this process beginning.

At each national meeting Tangata Tiriti whare will do an emergent leadership continuum line.

Step One - Trustee Board 'skills and traits', role description, and 'Trustees Code of conduct' information will be made available with nomination forms to centres. This is to allow time for discussion at centres before regional meetings. Centres need to consider any potential nominees from their centre.

Step Two - Completed nomination forms are to be emailed to the Tāngata Tiriti Administrator, by the deadline.

Step Three - Nominations are sent out to centres via the Bulletin. Centres are invited to submit any written questions for the nominees to the Tāngata Tiriti Administrator, by the stated deadline. The Tāngata Tiriti Administrator will then send the questions to the nominees, who will have written responses back to the Tāngata Tiriti Administrator as indicated. The Tāngata Tiriti Administrator will then send the questions and responses out to centres for their information.

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



Step Four - Current Tāngata Tiriti Trustees will contact nominees to answer questions and discuss the Trustee Board role, time commitment, duties. Members of the emerging group will already be in contact with the Trustees.

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, there could be a short time set aside where nominees introduce themselves. There will be opportunity for written questions to be submitted and answered. Delegates are welcome to speak with nominees at any time during the hui.

To give delegates time to process additional information and seek clarification, discussion regarding final selection of trustees will be scheduled for later in the hui.

Step Six - Tāngata Tiriti whare will choose successful nominees by consensus decision making, considering the combined team/skills required for the Trustee Board. The whare should remind itself to do this with respect for the nominees as well as each other. If consensus cannot be reached after the agreed timeframe, a vote by secret ballot shall be held, where each region will have four votes for each vacant position. Whomever gets the most votes for each vacant position will be selected. Nominees may choose to leave the room during this time, if so, trustees will ensure they are updated.

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

Step Seven - Successful candidates are endorsed at National AGM.

Updated: Tāngata Tiriti Hui November 2019



Procedure

Tāngata Tiriti Emerging Group

Background

A kapa mahi formed after Tāngata Tiriti hui 2018 did initial work on the emergent group concept. Tāngata Tiriti hui June 2019 agreed to a decision paper recommending the creation of a group of 4-5 members. The purpose being to set in place a robust internal house process for future Trustees, to meet our constitutional requirements and fulfil our partnership relationship. It was agreed:

- This group would be nurtured and developed by Tāngata Tiriti Trustees, as supported by the whare.
- Tāngata Tiriti Trustees will ensure transparent communications at each national meeting on the status of the group, including updates to the planning table.
- We review our Tāngata Tiriti Emerging Group in 2022 or earlier as needed, including if additional eligibility criteria are needed e.g. regional representation experience, geographical location.

Relevant 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.

2020-2022 planning.

This table will be reviewed at each hui.

Year	Emerging Group
2020 - 2021	Gill Morgan, Rachel Rix-Trott, Annaliese Donehue, Amy Crookston. (No specific
	order)

Actions/Notes to Date:

- Current Tāngata Tiriti Emerging Group brief introductions are below.
- Members have been paired with a Trustee, who check in with each other every couple of months. The Tangata Tiriti Emerging Group and Tangata Tiriti Trustees have met twice together on Zoom and will continue to have regular contact.
- The working draft Tāngata Tiriti Emerging Group statement (below) was confirmed at Tāngata Tiriti hui November 2019, this has been a reference for discussion.



A group of around 4 or 5 Tāngata Tiriti volunteers committed to working closely with Tāngata Tiriti Trustees to support Playcentre through governance. We will use the Āta Principles as our group contract to support each other and our purpose.

All members understand one of the group's purposes is to ensure capable, potential future Trustees. Members understand this is a preparatory journey for a leadership role/trustee role and accept that not all members will become Trustees. Another reason for this group is to ensure organisational continuity and to avoid potential impacts on centres due to an unplanned vacancy on the Trustee Board.

We will have regular honest discussion together and with our Trustees around what we believe the skills, knowledge, qualities, experience needed might be and if we are able to make the lengthy time commitment for a Trustee position if required. This information will be shared with the rest of our Whare, and where applicable with our partners in Te Whare Tikanga Māori.

Introducing:

Gill Morgan

Gill attended Waikanae Playcentre for 10 years with her three tamariki, leaving as a parent in 2019 when her youngest started school. Whilst attending centre Gill held different roles - most enjoying Children's Education, Special Needs and President, whilst engaging in the adult education to complete C4. Gill is currently employed by Playcentre Aotearoa as a Sessional Support Worker, SPACE facilitator and Education Facilitator. She has continued to support her centre and the local cluster.

Gill attended her first national hui in 2018 and became part of the Tāngata Tiriti Emerging Leadership Group in 2019. Gill's focus has always been on the well-being of our tamariki and therefore whānau that look after them. From a national perspective she is concerned in supporting and championing our smaller centres and demystifying governance. She would also like to see a level of transparency between National level governance and centre based governance.



Annaliese Donehue

Annaliese joined Parkside Playcentre in Timaru in 2014 where she attended with her 3 children. She has held many roles during her time at Parkside Playcentre and was given centre life membership in 2019. She was a centre representative for the South Canterbury Playcentre Association for 2 years and now helps to lead local cluster meetings. She has been an Association/Southern Region delegate since 2018.

Annaliese has worked for Playcentre Aotearoa as a Workshops Facilitator and currently works as a Session Facilitator at Parkside Playcentre.

Rachel Rix-Trott

Rachel joined the Tāngata Tiriti Emerging Group at its inception in June 2019. Having attended national meetings as an Association and Cluster representative for the previous 2.5 years.

Rachel attended Newmarket Playcentre as a child, before joining Massey Playcentre as a parent in 2011. She is now honoured to be a Life Member of Glendene Playcentre, where she attended with her three tamariki from 2013 until the end of 2019. She has held a large variety of roles with her Centres, and Association, and is currently part of her Cluster's Leadership Group.

Rachel currently also works for Playcentre Aotearoa as a Centre Support Worker, Centre Admin, and Workshops Facilitator. She is passionate about the roles that Playcentre plays in being a village for families, and a place where whānau grow together.

Amy Crookston

Amy started at Ngaio Playcentre as a 25-year-old and leaves after 4 children as a 40-year-old this year. She currently works in Administration and Marketing and is studying Educational Psychology at Victoria University. She has held multiple roles at centre including President and Vice President. Amy was on the last Wellington Playcentre Association Executive and has been supporting her local cluster leadership for the last year. Amy has attended national meetings a s delegate for the last 2 years.



Amy wants to continue to support stronger communication between centres and governance but also within centres as internal communications so we can build our understanding of the amazing product we offer, build our pride in Playcentre and promote Playcentre as aspirational Early Childhood Education.

Nā mātou noa, nā, Ruth Jones, Michelle Hutton and Tiso Ross On behalf of TWTNoA-PA Trustee Board (2020-2021)

Updated: November 2020

