

Important Information for Attendees to TWTNoA-PA AGM 2021

At Playcentre national meetings we utilise the Two House Model (further information is in the AGM Booklet and on the website). A key part of this tool is to ensure that each of the partners receive the 'same information at the same time'. Therefore, papers will be presented in the Treaty House when we are all together. The Treaty House is also called Te Wā o Rongo, the place of peace. Papers are presented only. Playcentre Aotearoa is in a time of change. We are refining our processes and establishing effective and efficient practice to enable consensus decision making. Ensuring that our Playcentres' and Rōpū Māori voices remain at the heart of all we do. We acknowledge that change can be challenging, we also know that our members are resilient and passionate. Thank you for dancing with the uncertainty these changes may present to you as representatives.

Please consult the following slideshow for further information on what governance is in Playcentre - <https://www.playcentre.org.nz/member/governance/>.

Roles and responsibilities / Expectations

Representative

A person that has been selected from the regional space to represent their views at Playcentre Aotearoa Annual General Meeting. There will be up to 4 Centre representatives and up to 4 Rōpū Māori representatives per region, through the constitutional clause of 10.5. Representatives should consider the geographical area and ensure that all have an opportunity. It was agreed that we will use Nga 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.

Only representatives will have speaking rights during the AGM, as outlined in Clause 10.2 of the Constitution.

Purpose – To carry the mandate of the region. To gather the “governance voices” from their region and bring them to the AGM.

How do we: (some options to consider)

- ❖ Become a representative – organise a regional meeting via teleconferencing, zoom, kanohi ki te kanohi and create the opportunity. Minutes are kept and forwarded to Co-Presidents email from a centre email (centres hold the governance NOT personal email addresses) to validate the selection.
- ❖ Gather the “Governance voices” – All centres have received the AGM papers. Centres should discuss the AGM papers at a centre meeting. Centre representatives should endeavour to gather the voice of centres in their area with the aim of achieving general consensus. Some options to achieve this may be to set up a Zoom meeting and invite centres in your area/region, meet at a centre after a session, or shared lunch/dinner. These would be open for all centre members to attend, if they wish.

- ❖ Connect with other regional representatives and Rōpū Māori – if a further meeting is required, email the Co-Presidents and request to set up a regional zoom meeting include date and time.

How much time will a representative need – Around an hour for the regional Zoom meetings. AGM is likely to require at least three hours. It may be useful, for consistency, that any agreed representatives are available to attend Hui ā-Tau Māori/Tāngata Tiriti hui in Oct 2021 (this is a Regional/Rōpū Māori decision).

Negotiators

As part of the Two House Model decision making process, negotiators are required from Tāngata Tiriti and Te Whare Tikanga Māori. There are 2 from each house – teina/ younger or new person and the tuakana/ older or a person that has had experience as a negotiator.

Please see Section 2.4 – Information for House Negotiators in the following link:

<https://www.playcentre.org.nz/wp-content/uploads/2020/07/Two-House-Model-Procedures.pdf>

Observers

The AGM is open to any member wishing to attend. However, only representatives have speaking rights during the meeting. We will remind attendees of this at the beginning of the meeting.

Conflicts of Interest

We will be compiling a conflict of interests register as part of the minutes for AGM. Attendees will need to declare any conflicts of interest, for example if an attendee is an employee of Playcentre Aotearoa.

Question process

The paper questions and response timeline was completed prior to AGM, to respect our attendees time and employee responsibility no further questions can be asked.

Papers

If there is no agreement for a paper, next steps are covered in the constitution, clause 11.4.

Minutes

The AGM zoom will be recorded in all rooms. Minutes will include the list of attendance, decision for each paper, and timing only. They will not include verbatim discussion so if a representative would like specific wording included they will need to contact the facilitator/host of the room.