

Te Rūnanga o Te Awa Tupua

Terms of Reference

1. BACKGROUND

The hapū of Whanganui have coexisted and cooperated for over a thousand years, due to common whakapapa, connectivity through Te Awa Tupua, and opportunities that maximise economic growth and political advancement. Te Rūnanga o Te Awa Tupua exists to facilitate this ongoing connection and cooperation today

In 1995, hapū leadership embarked on a process to establish a collective hapū forum for Whanganui Iwi. By 1997 Te Rūnanga o Te Awa Tupua, a hapū led, collaborative platform to facilitate Whanganui Iwi development and guide the work of Whanganui Iwi representative and service entities, within a tikanga-based decision making framework, was operating.

As current Whanganui Iwi service arms transition and new political and operational structures are formed, it is more important than ever that hapū continue to direct Whanganui Iwi development through a collective, tikanga-based, decision making forum.

2. PURPOSE

The principal purpose of Te Rūnanga o Te Awa Tupua is to provide a forum for Whanganui hapū to:

- 2.1 Discuss, provide guidance and make decisions on issues that affect Whanganui Iwi within a tikanga led environment;
- 2.2 Express hapū aspirations and expectations of one another and of Whanganui Iwi service entities (Ringa Whātoro); and
- 2.3 Demonstrate hapū and collective Iwi leadership, whilst speaking with a collective voice.

3. GUIDING PRINCIPLES

- 3.1 The health and wellbeing of Te Awa Tupua and the health and wellbeing of whānau, hapū and Iwi of Whanganui are paramount.
- 3.2 Whanganui Iwi will be a positive and responsible tribal nation with the capability to act and live as a collection of hapū that are vibrant, strong, robust and prosperous culturally, socially, environmentally and economically.
- 3.3 Te Rūnanga o Te Awa Tupua will recognise and uphold the values and principles of Whanganuitanga and recognise the inclusive and indivisible tenets of Whanganui Iwi and Te Awa Tupua.
- 3.4 The mana, autonomy and rangatiratanga of Whanganui marae, whānau and hapū are respected and maintained.
- 3.5 Connection amongst the whānau, marae and hapū of Whanganui are fostered.

4. PARTICIPATION & REPRESENTATION

- 4.1 Te Rūnanga o Te Awa Tupua is an inclusive forum and participation is open to all hapū and individuals of Whanganui Iwi. Each hapū decide who will speak on their behalf. The hapū will notify the Chairperson of Te Rūnanga o Te Awa Tupua in writing of their mandated hapū representatives, to ensure the hapū

mandate to participate in Rūnanga decision making is maintained. Individuals will be provided an opportunity to raise issues in the Take Whānui section of Rūnanga hui. Participation in the Rūnanga will therefore be consistent with the following rules:

- 4.1.1 Hapū are the recognised grouping for decision making at Te Rūnanga o Te Awa Tupua;
- 4.1.2 Hapū are free to organise, choose representatives or aggregate as they see fit;
- 4.1.3 A Hapū may validly decide not to participate and may join or reengage with the Rūnanga as they desire;
- 4.1.4 Individuals may not participate in the decision making of the Rūnanga;
- 4.1.5 The Rūnanga is a tikanga-based forum; and
- 4.1.6 The number of hapū participating at the Rūnanga is not limited or capped.

5. SCOPE

The scope of Te Rūnanga o Te Awa Tupua will include, but is not limited to:

- 5.1 Working as a collective of hapū to improve the health and wellbeing of Te Awa Tupua and of all uri, whānau and hapū of Whanganui;
- 5.2 Providing a platform for the hapū of Whanganui to guide and drive spiritual, cultural, political, environmental, social, legal, technical and economic outcomes for the common good of all Whanganui hapū; and
- 5.3 Influencing national and local policy that affect the individual and collective hapū of Whanganui.

6. DECISION MAKING

6.1 All decisions are made by hapū. An agenda, papers and appendices will be distributed to hapū no less than three (3) weeks prior to the scheduled Rūnanga hui date. Hapū are encouraged to review and discuss the agenda at their hapū meetings and provide their response via:

- 6.1.1 The presence of their mandated representative at the Rūnanga hui; and/or
- 6.1.2 A written statement/submission from the hapū.

6.2 Decisions at Te Rūnanga o Te Awa Tupua hui are made by hapū consensus in accordance with tikanga Whanganui – in particular tika (justness), pono (truthfulness), aroha (fairness) and mārama (clarity and transparency). Thus consensus in the Rūnanga context means that the majority of hapū, mandated and present at any given Rūnanga hui (or that have expressed their position in writing beforehand), agree to a motion or to move forward on a particular take. In doing so those hapū are to be satisfied that the decision has been made:

- 6.2.1 In accordance with tika, pono, aroha and mārama;
- 6.2.2 That the decision upholds the Purpose (refer to section 2), Guiding Principles (refer to section 3) and Scope of the Rūnanga (refer to section 5); and
- 6.2.3 That hapū that disagree, or are not present (or have not provided a written position) are not disadvantaged or unreasonably impacted by the decision.

6.3 In rare instances where hapū decide that a vote is required, each mandated hapū representative may vote on behalf of their hapū, with each hapū holding one vote. In the case of a vote, the hui will decide on whether votes are cast by show of hands or by secret ballot, and who will count the votes.

7. MEETING PROCESSES

7.1 As a general guide, Te Rūnanga o Te Awa Tupua Hui will be held at least quarterly in the following months and whenever hapū collectively agree that one should be held:

- March
- June
- Sept
- December;

7.2 A hui schedule will be confirmed at the last meeting of the year and distributed to all hapū in advance to the coming year;

Feedback loops, evaluation and reporting on implementation of Rūnanga decisions by hapū and responsible service arms (Ringa Whātoro) will be a feature of the Rūnanga process. Thus the agenda for each Rūnanga will be organised into two parts:

7.2.1 **Taketake items:** Where a mandated hapū representatives address the papers that have been pre-circulated and (b) Ringa Whātoro, hapū and working groups report back on progress and implementation of previous Rūnanga decisions for further guidance or direction; and

7.2.2 **Take Whānui items:** Once Taketake issues are completed, general pānui, or issues to be addressed in the future, may be raised. Individuals as well as hapū may participate in this section of the Rūnanga hui. No decisions will be made on issues raised in this section;

7.3 Other matters:

7.3.1 Rūnanga hui will not run for longer than three (3) sitting hours (*i.e. time spent on the pōwhiri, kapu tī and kai is excluded from this timeframe*), unless otherwise agreed to by all hapū present at the beginning of the hui.

7.3.2 Distribution of agenda and meeting records including records of decisions, action plans and recommendations made from previous meeting at least three (3) weeks before each meeting to mandated hapū representatives, marae trustees and committees or other key contacts, as advised by hapū.

8. ROLE OF CHAIRPERSON

8.1 The Chairperson will be responsible for:

- 8.1.1 Facilitating Te Rūnanga o Te Awa Tupua hui;
- 8.1.2 Confirm and clarify the Meeting Processes (refer to section 7), as agreed with hau kāinga;
- 8.1.3 Act as spokesperson for the Te Rūnanga o Te Awa Tupua for the designated period;
- 8.1.4 Manage reporting requirements;
- 8.1.5 Delegating, where appropriate, tasks and following up on such matters; and
- 8.1.6 Working closely with administration support teams to ensure information is disseminated in a timely manner.

9 APPOINTMENT OF CHAIRPERSON

- 9.1 The Chairperson of Te Rūnanga o Te Awa Tupua will be appointed on triennial basis, by hapū consensus at a Te Rūnanga o Te Awa Tupua hui, provided that hapū are given notice of the intention to appoint a Chairperson; and
- 9.2 Should there be more than one candidate standing for the role of Chairperson, mandated hapū representatives (refer to section 6.1) shall be allowed to vote for their preferred candidate, with each hapū holding one vote.

10 ADMINISTRATIVE SUPPORT AND RECORD KEEPING

- 10.1 Te Rūnanga o Te Awa Tupua will be required to keep a record of all hui;
- 10.2 All such records will note matters discussed, recommendations, resolutions and action plans;
- 10.3 The Chairperson will follow up on actions with the associated persons/groups, with the support of the administrative team;
- 10.4 Communication will be through a central point, with:
- 10.4.1 The Chairperson having overall accountability to manage information dissemination;
 - 10.4.2 Pānui to confirm hui dates will be placed on the website www.teawatupua.co.nz
 - 10.4.3 and will also be circulated by electronic mail to registered members on the Whanganui Iwi database;
- Pānui will be posted to respective marae, designated hapū contacts and others who do not have access to internet, and shall also be promoted via AWA FM;
- 10.5 Correspondence can be sent to: e-mail: runanga@teawatupua.co.nz or our offices Te Rūnanga o Te Awa Tupua, PO Box 544, Whanganui 4541.
- 10.6 Until such time the office of Ngā Tāngata Tiaki o Whanganui shall provide administration support.

11 REVIEW

- 11.1 The terms of reference will be reviewed annually or as often as necessary to reflect changes.
- 11.2 Amendments may be made by consensus of the hapū at any other Te Rūnanga o Te Awa Tupua hui provided that all hapū are given notice of intention to conduct such a review.

12 AGREED TERMS

By resolution the appointed Chairperson: _____ shall remain as Chairperson for 36 months (3 years)

Next Chairperson to be appointed by: **July 2019**