

“Te Ao Māori interwoven throughout Playcentre”



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Māori Caucus Meeting Minutes
at National Executive October, 2012

Friday 26th-28th Whiringa-ā-nuku 2012 at Mercure Hotel,
Wellington.

Meeting opened Paraire, 26 Oketopa 3.35pm

Mā Matua Sam rāua ko Whāene June Jackson ngā Kaumātua.
Representing mana whenua, Taranaki-whānau.

*The meeting will be run by consensus during decision making and discussion.
If we need, we can ask for a buzz or a break.*

1.0 Mihimihi Whakataua

- Mihimihi Whakataua
- Mihimihi

2.0 Ngā Tikanga o te Hui – Meeting Protocols

- 2.1 Overview of Hui Euphymya
- Group Agreement – values & guiding principles Euphymya
 - Using ‘In committee’ Euphymya & Rachelle
In Committee minutes are not emailed out to Māori Caucus, a hard copy will go around those that were present during the time of the ‘In Committee’ part of the last meeting, during the next meeting. Which in this case would be National Executive March 2013.
 - Selecting negotiators Euphymya
Euphymya asked for 2 volunteers to go into Te Wa o Tū negotiation room on behalf of the 2 houses within the 2 House Model part of our meeting.
Desi & Serena have been nominated off the floor.

Serena & Desi have accepted the nomination.
Faith has been nominated as a backup. Faith has accepted that nomination.
Avis and Marion are on the Advisory panel in Te Wa o Tu.

The meeting decided:

That Serena and Desi are accepted as our negotiators

3.0 Kei Konei - Present

Heather Ruru – Auckland Association
Chantal Curel – Far North Association
Charlene Wharehinga – Puriri Whakamaru o Heretaunga, Hawkes Bay Association
Faith Tupou – Puriri Whakamaru ki Awakairangi, Hutt Association
Angeline Topia – King Country Association
Yolande McIntyre – Marlborough Association
Avis Stewart – Te Waewae Koukou o Hau Raro, Mid North Association
Rose Manning & Thelma Scheele – Te Roopu Whakaaro Kotahi, Northland Association
Serena Foster & donna Hudson – Mahi Nga Tahi o Puawai, North Shore Association
Jess Panui – Otago Association
Josephine Clarke-Kaio – Te Puawai ki Murihiku Roopu, Southland
Karen Thomas – NZPF PD Contract Team, Tamaki Association
Char Martin & Kim Armstrong – Puriri W’akamaru o Taranaki, Taranaki Association
Kate Fairhurst – Puriri Whakamaru o Hauraki Whānau, TVCP Association
Nat-Rose Te Hei – Kia Puāwai o Te Akoranga, Te Akoranga Association
Desi Walker & Natasha Apati-Pickup – Puriri Whakamaru o Waikato, Waikato Association
Gina Burge – Wellington Association
Donna Palmer – Tauranga Moana Whānau Group, WBOPP Association
Euphymya Ngapo-Lavelle – Facilitator
Marion Pilkington – NZPF Co-President, Trustee Board
Rachelle Hautapu – NZPF Trustee Board Member
Alaine Tamati-Aubrey - NZPF Co-Convenor, Association Support Team
Sandy Hemara - NZPF Co-Convenor, Education Team
Michelle Lavender - NZPF Education Team Member
Adelle Robertson - NZPF Māori Caucus Administrator

4.0 Kāre Konei – Apologies

Michelle Lavender, NZPF Education Team, Marlborough Playcentre Association (for lateness)
Marion Pilkington, NZPF Co-President, Pae Whenua (for lateness)

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Fleur Brassett – NZPF Association Support Team, Far North Association
Piri Galbraith – Central Hawkes Bay Association
Deanna Tahau – Puriri Whakamaru o Heretaunga, Hawkes Bay Association
Ariana Te Ngoungou – Puriri Whakamaru ki Awakairangi Hutt Association
Racheal Hanson – Te Puawai ki Murihiku Roopu, Southland Association
Donald Barrett – Puriri Whakamaru o Waikato, Waikato Association

5.0 Ngā Take Whakaāe – Consent Items

- 5.1 Minutes of National Māori Hui, 3rd – 6th Haratua (May) 2012
Correction:
Marae name correction at the beginning of the minutes. Should be Tamatekapua
Marae not Tamateākapua.

Māori Caucus accepted the Minutes with the above corrections, as a true and correct record

- 5.2 Minutes of Māori Caucus, Conference 24th – 27th Haratua (May) 2012
Correction:
Alaine Tamati-Aubrey is Association Support Team Co-Convenor not
Co-President
Addition: Mishy Berecz (Hutt) was in attendance.

Māori Caucus accepted the Minutes with the above correction and addition to the attendance register as a true and correct record

- 5.3 Audited Accounts, 2011 National Māori Hui, hosted by Wairarapa Association

Māori Caucus accepted the Audited Accounts from Wairarapa Association

- 5.4 Audited Accounts, 2010 National Māori Hui, hosted by Central Districts Association

Māori Caucus have not accepted the Audited Accounts as the Auditors report has not accompanied the accounts.

**Action: MC Admin to contact Central Districts for the Auditors report.
Agenda item for National Executive March 2013**

- 5.5 Audited Accounts, 2011 Tākoha o Matariki, hosted by Central Districts Association

Māori Caucus have not received the Audited Accounts for this hui

**Action: M Admin to contact Central Districts for the Audited Accounts and report.
Agenda item for National Executive March 2013**

- 5.6 Audited Accounts, 2012 National Māori Hui, hosted by Rotorua Association

Māori Caucus have not received the Audited Accounts for this hui

**Action: M Admin to contact Rotorua for the Audited Accounts and report.
Agenda item for National Executive March 2013**

6.0 Ngā Take Nonoi me Ngā Take Nui – Urgent & Important Issues

- 6.1 Succession Planning for 2013 – 2014 Marion & Rachelle

Co-Presidents' Tenure: new NZPF Constitution

Under the new constitution, Co-Presidents have a 2 year tenure and they are staggered. They can do a maximum of four years in that position. Both our existing Co-Presidents started at the same year, so are not staggered, therefore we have some options to look at.

A: Start fresh, elect 2 new people

B: Retain 1 of our Co-Presidents based on Māori Caucus priorities.

C: Elect our existing Co-Presidents, 1 for 1 year and the other for 2 years.

Look at the capacity of each house (numbers within).

Recommendation:

That Māori Caucus discusses the options and supports our Co-President with a preferred position.

What is our preferred option?

The meeting decided:

Māori Caucus would prefer our Tangata Whenua Co-President to be elected for a 2 year term and the Tangata Tiriti Co-President for a 1 year term for 2013. As we are a smaller roopu and this will allow for emergent leadership within Māori Caucus

- 6.2 Job Description” Māori Caucus Journal Co-ordinator Rachelle
Since May Māori Caucus has had a page called ‘Te Ao Hou’ in the Playcentre Journal.
The Journal editor has jotted down ten points that she felt encompassed the job.

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Recommendation:

That Māori Caucus review/amend/reject the above job description for the Māori Caucus Journal Co-ordinator.

The meeting decided:

Māori Caucus reviewed and accepted this job description that was put forward

Pātai: Is that a paid position? No.
It is quite a big job.

6.3 Review of Karakia & Waiata Book for National Meetings Rachelle

Recommendation:

That the booklet is reviewed and updated for approval at March 2013 National Maori Hui.

Who would like to review and update it?
Currently Māori Caucus doesn't have any mōteatea of their own.
Piri's relatives are being approached to compose 2 mōteatea specifically for us.
Tikanga for each waiata needs to be explained and grouped. Choice in each category.
Also our partners input what they would like in the booklet as well.
The idea is to keep it simple.
Taranaki whānau would like to contribute from their rohe.

Māori Caucus could waiata and put it on a cd for the organisation.

The meeting decided:

**Māori Caucus agree the booklet needs updating.
Desi will review and update for approval at 2013 National Maori Hui
Māori Caucus Administrator put on the agenda for May 2013 National Maori Hui**

Karakia and Waiata suggestions from Māori Caucus members

Mōteatea:
none

Himene:
“Wairua Tapu” (with sign language, mahi-ā-ringā to accompany)
“Ka Waiata”

Waiata-ā-ringā:
“Te Iwi e”

Waiata – Te Whare Tikanga Māori:
“Ko nga Waka ēnei” (Gina Burge)

Karakia mo te kai:

Ki ngā whānau, ngā hoa me ngā kai. Kia ora.
For family, friends and food, we say Thank you.
(Done with NZ sign language to celebrate our nation's 3 National languages).

8.0 Ngā Pūrongo-ā-Hui Māori – Regular Reports

8.1 Māori Caucus Representatives (Federation) MFO'S
• Māori Federation Officers

**In Committee: 9.20am
Out of Committee: 10.30am
No decisions made.**

9.0 Ngā Take Whakatau Whakaaro – Decision Items

9.1 A Name for “Playcentre” in Te Reo Māori Rachelle

Māori Caucus agreed to this name at National Maori Hui 2012. “Whānau Tupu Ngātahi”.
We needed to check that we could use the name that we wouldn't step on any toes. One of the two living remaining persons that were part of the writing of the book was our own Jane Percival. Jane said that in the spirit of the name given by the writers of the book, add ‘o Aotearoa’.

Recommendation:
That Māori Caucus recognises “Whānau Tupu Ngātahi o Aotearoa” as the official Māori name for the New Zealand Playcentre Federation.

The meeting decided:

Māori Caucus recognises and accepts “Whānau Tupu Ngātahi o Aotearoa” as the official Māori name for New Zealand Playcentre Federation

Recommendation:
That a remit to amend the New Zealand Playcentre Federation Constitution is written for the 2013 New Zealand Playcentre Federation Conference.

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The meeting decided:

**Māori Caucus volunteers Marion and Michelle to write the remit.
Tangata Tiriti need to be formally advised by a paper to be presented at 2013 New Zealand Playcentre Federation Conference**

9.2 A Name for Māori Caucus Rachelle

Māori Caucus was to go back after National Māori Hui this year, to their roopu with the two options those members present wanted. The roopu were to decide which one they preferred.

Options:

Māori Caucus (Historically neutral name)
Te Whare Tikanga Māori (From the 2 House Model)

The tikanga that gets set here belongs to this group within this house.

Recommendations:

That Māori Caucus decide its official name

That a remit to amend the New Zealand Playcentre Federation Constitution is written for the 2013 New Zealand Playcentre Federation Conference

The meeting decided:

**The name agreed to is “Te Whare Tikanga Māori”
Marion and Michelle with Rachelle providing support, will write a remit to amend the Constitution by 31st December for 2013 New Zealand Playcentre Federation Conference**

10.0 Ngā Take Kōrero – Discussion Items

10.1 Young Parent Project Karen & Marion

This is a Ministry of Social Development initiative.
A youth parenting programme. They have to have their child in an ECE service, do a Parenting course and be enrolled in Plunket.
Playcentre are one of the providers of the parenting course content.
This is an opportunity to empower young people, however we do have to take into account a lot of considerations.

For Karen, ethically it isn't sitting very well. We could be doing more damage
Is it right for these parents and their tamariki?

We don't have those relationships with these parents first as we would in Playcentre.

We could be setting ourselves up to fail.

A meeting is set up for next week with some of the providers plus those that are already working with youth, so we will go from there.

There are challenges and opportunities.

10.2 Survey of Whānau Māori in Playcentre Marion

Marion gave an overview on the survey.

We need to get out into the community, talking to parents.

SPACE came through quite well progressing to Playcentre, Tamariki Ora & Plunket
Bear those in mind when promoting Playcentre in your community.

We need to continue to do that.

A few negative stories. Some that tried again and stayed.

Marion will report in March National Executive 2013

10.4 Financial implications of National Maori Hui x2 in 2013 Marion

We are having 2 hui in 2013. 1 in Hutt in May and 1 in Central Hawkes Bay in November

We have only budgeted for 1 per year

There are 2 options:

1. We have surpluses from 3 National Maori Hui that we could write a paper for
2. Apply for outside funding to support the cost.

It is important to find a way to fund the November hui.

Has anyone got any ideas to apply to for funding?

Also are there any ideas for speakers and workshops etc.

11.0 Ngā Take Whakahoki Kōrero – Feedback Items

11.2 Update on National Māori Hui May 2013 Faith & Rachelle
5th May 2013 at Tapu Te Ranga Marae, Island Bay, Wellington

Rachelle spoke about National Maori Hui for new people that may not know what it is about. It is our hui, for our mahi.

Hutt and Wellington are co-hosting. Uplifting, fun, celebrating Wahine.

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11.3 Playcentre Journal – Items for Te Ao Hou Tātau

Te Ao Hou has been part of the last two Playcentre Journals. It covers six areas:

- information on tikanga Māori
- te reo Māori
- culturally appropriate tips for areas of play
- Māori Caucus activities
- events calendar
- question and answer forum for Associations and Centres

The purpose of this item is to brainstorm ideas for the next three columns.

Karakia kai and how to introduce and incorporate this on session.

North Shore Matariki Learning Story competition

Harakeke – Tikanga, protocols and a general karakia behind harvesting and weaving harakeke. (Perhaps simple step by step guidelines on how to weave an ika or putiputi).

11.4 Professional Development Priorities Tātau

No feedback

11.5 Research Priorities Tātau

Why aren't Māori children coming to Playcentre?

What does Playcentre give to the children that other ECE services do not? What are the differences?

11.6 Veterans Database Tātau

No additions

7.0 National Executive Agenda

Decision Papers:

2.1 Strategic Planning

Recommendations:

That National Executive:

directs the Trustee Board to initiate and guide development of a vision for the future of Playcentre and a Strategic Plan for 2014 to 2018.

This is a priority

Our plan not just Trustee Board

Be mindful of Trustee Board work load / sustainability, married with passion

Initiate key, trust Trustee Board to co-ordinate

Remain open minded to the result / process

Sustainability – fill positions

We all have a role, feedback, put forward a view

The meeting decided:

That we agree with this recommendation

approve use of remaining funds (\$8,798) in the Review and the Restructure Special Project Fund to initiate strategic planning work.

Needed, outside of their current role

What is it used for? Experts, travel, honoraria, koha

The meeting decided:

That we approve the use of these funds

notes that the Trustee Board will report back to March National Executive with a more detailed plan for undertaking strategic planning including additional costs.

2.1 Strategic Planning

What are the current challenges for your Associations?

Reduced funding at Association & Centres

declining membership at Centre level = less funding at Centres & Association

Promoting Playcentre

Retaining 3 & 4 year olds in Playcentre

(challenges, stimulation, social interaction)

Making connections with Māori in communities

“Word of mouth” being mindful of first impressions

Workload

Burnout

Not enough people taking positions

Communication – Association teams – P.W. – Centres

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Tokenism – te reo (external government agencies expectations for families), for their tamariki portfolios

Some Centres are open 1 or 2 days

Partnership at Association level

Few training at Course 3 level

Vision and Mission Statements:

Vision – Whānau Tupu Ngātahi – Families growing together

Mission – Playcentre is a family organisation where –

We empower adults and children to play, work, learn and grow together

We honour Tangata Tiriti o Waitangi and celebrate peoples uniqueness

We value and affirm parents as the first and best educators of their children

So that whānau are strengthened and communities enriched

Discussion:

Does the vision statement still articulate what we want Playcentre to be?

The meeting decided:

Yes, at the moment

Discussion:

Thinking about Playcentre in the future, what will Playcentre need to be like when your children/grandchildren are parents?

- Bicultural
- Fun, open, welcoming
- Somewhere they can belong

“What will Playcentre need to be like when your children/grandchildren are parents”?

What are the current challenges for your Association?

- Imbalance between Māori and Pākehā representation in regards to contribution to strategic planning
- Few Māori stepping into roles in Association
- Few in Centre level
- Transient Māori whānau in centres
- Competing ECE organisations offering full-time care, 20 free hours, music programmes
- ‘Older parents’ may not value ‘newer parents’
- Can get cliquy

- Welcoming process, starts at gate
- Working together at centre – to continue the role modelling at Association
- Supporting non-māori; who take on role of teaching Te Reo me Tikanga in Playcentre
- Nurturing Māori in to and in Playcentres
- Hours of voluntary work including meetings in the evenings take people away from home. Not appreciated by some partners.

For Playcentre to survive and thrive in the future:

What must stay the same?

- Child lead, initiated, free play
- Whānau parent run, whānau co-operative
- Building relationships with communities
- Whānau are first and best educators
- Adults learning alongside tamariki
- Mixed ages. Tuakana/teina, birth to school
- Professional Development for our Adults
- Having Education opportunities

What needs to change?

- Our professional image! Networking etc.
- More Māori to be empowered!
- To include fathers / whānau
- more emphasis of how valuable PARENTS are in raising our tamariki (i.e. not ECE trained)
- more emphasis of how valuable fathers / whānau are
- What is compliance and what is Playcentre?
- Be sure about what we have to and what we want to!
- Education – national level, delivery, transitions from Playcentre to school
- NZQA, MOE, MSD etc... Recognition of training
- Equivalency of ECC qualifications
- More focus on people!
- Celebrate / recognise / respond!!
- Develop systems / policies... sharing...
- Admin system / managed
- Make it so families can stay longer
- Home base care – arm for Playcentre
- Hours available

1.1 Federation Contingency Fund

Recommendations:

1. That the attached Contingency Fund process be approved to replace the current

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handbook page 3.3

A suggestion: To remove Clause 2 of the ‘Procedure for Assessing the Fund’ so it goes straight to Trustee Board
It is an extra step that is not necessarily needed.

The meeting decided:

Yes with the removal of Clause 2

2. That the Conference and Convention Fund be amended to allow for National meeting advance costs to be loaned out of this fund if needed.

The meeting decided:

Yes

3. That any other handbook pages that relate to these changes also be amended to reflect the new policies.

The meeting decided:

Yes

1.2 Statement of Investment Policies and Objects

Recommendation:

That the attached draft policy be approved

Tangata Tiriti has issues with bullet points:

Investments are to be made with low risk ventures; that is, investments that provide for security of capital

Term deposit investments will not exceed 180 days without prior approval of the Trustee Board

Can we invest in a NZ owned bank only?

The meeting decided:

We are comfortable either way, we allow our negotiators to negotiate these two points.

1.3 National Meeting Surpluses

Recommendations:

1. That National Executive approves the changes to the surplus distribution guidelines as outlined in this paper

The meeting decided:

Yes we agree

2. That the new surplus distribution levels apply for all national meeting accounts being finalised and distributed from now on – even if the meeting took place prior to this change.

We ask that they exclude National Maori Hui from this policy

The meeting decided:

Yes with the policy excluding National Maori Hui

Discussion Papers:

2.2 Draft 2013 Annual Plan

No feedback

2.3 2012 Budget Update

Recommendations:

As a result it is recommended that National Executive:

1. **Note** that there is forecast to be a reduction in the deficit or reserves used this year of \$33,062, but that this still means a forecast deficit of \$220,303 for the 2012 financial year.

No feedback

2. **Note** that levy collection will be maintained at 3% for the final levy collection this year.

No feedback

3. **Approve** the disestablishment of the Public Relations Initiatives Fund and return remaining funds to Federation reserves.

No feedback

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2.4 Draft 2013 Budget

Points of Discussion:

1. Are there other priorities or projects that Associations would like to plan and budget for?

‘Māori Education Initiatives Fund’ wasn’t in the 2012 and is not in the 2013 budget
- \$2,000 addition Māori Education Initiatives

The meeting decided:

Yes, we want this put back in the Māori Caucus budget

2. Are Associations interested in exploring technology tools again?

The meeting decided:

Yes

Can it be investigated, a Communication tool, paper work available online
Website upgrade

3. Can Associations manage a 4% levy in 2013 in order to retain some reserves for strategic investment?

Progress needs to be made, unrealistic to maintain 3%
Hard on some Associations who are in restructure
Don’t support 4%, want to retain 3%, can live with 3.5%, travel to meetings too high
Some Association has expected/prepared for this
Some Associations will take the hit, not their Centres
Immediate impact on Centres
Where is the Financial Working Party
Travel costs against relationships

Recommendations:

It is recommended that National Executive:

Note that a final 2013 budget will be presented at March National Executive for approval.

Note that there is more risk attached to a tighter budgeting approach and that the Trustee Board needs the flexibility to respond to events or opportunities that arise through the year and that this might mean expenditure over or outside of the budget on occasion.

Note that the Trustee Board is perusing appropriate sponsorship opportunities based on feedback from Associations at Match 2012 National Executive.

2.5 Federation Officers Job Descriptions

Discussion Points:

1. Look at the Characteristics of Federation Officers (page 3). Are these the requirements and competencies you expect of Federation volunteers? (Some specific competencies are included with specific positions.) Any Change?

How do we include our “Guidelines for Tangata Whenua members on Federation Teams 2011” and some other components to be integrated into the job descriptions?

Remove “Responsible to Māori Caucus if nominated by Māori Caucus”

Our first responsibility as representatives is back to Māori Caucus as they are our voice – does not deny Tangata Tiriti to add their piece

2. Look at the purpose and skills of each of the teams/positions (pages 4 to 7). Are these the purposes you see as being effective to support Associations? Any change?

No feedback

3. Look at the Team Review Process (page 8). Do you support this review process to gain input from Associations and provide feedback to Federation volunteers? Any change?

No feedback

4. How can we incorporate a Te Ao Māori point of view in the Characteristics of Federation Officers and Team descriptions?

No feedback

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2.6 Implementing the new Constitution, revision of Standing Orders and other changes

1. That National Executive agrees to adopt the attached draft Standing Orders.

Quorum: only needed for decision making – is it reflecting that loss of quorum could hold up discussion.

Further work to be done on when / how to move to formal voting i.e. by consensus???

2. Note that grievance and dispute procedures for these situations need to be developed and agreed to by National Executive.

Refer to Associations ones.

Association and individual membership termination.

3. Note that Tangata Tiriti and Tangata Whenua each need to determine and plan their selection process for selection of Federation Officers in May 2013.

Māori Caucus has their selection process.

“Criteria & Selection Process for Tangata Whenua representatives on Federation 2011”.

Review and further development is needed on this paper.

4. Note that Tangata Tiriti and Tangata Whenua house need to consider their succession plans and an approach for transitioning the Co-President positions to offset two year terms needs to be agreed.

Tangata Whenua have made our decision

The meeting decided:

We would prefer Tangata Whenua Co-President to be elected for a 2 year term and Tangata Tiriti Co-President for a 1 year term for 2013. As we are a smaller roopu and this will allow for emergent leadership

2.7 Agreement that Tangata Tiriti Caucus meets prior to National Executive and Conference.

We felt that a lot of this paper is mute now. Tangata Whenua mahi is happening during the meeting now.

We feel that processes in the Tangata Tiriti house is for Tangata Tiriti to determine.

2.8 Playcentre Diary and Calendar

Recommendations:

1. Associations to promote and lift sales of the ‘*Playcentre Calendar and Diary*’, or:

Give Associations the hard word, at Centre level may not necessarily be aware of supporting the Calendars and Diaries. Need to lift awareness at Centre level.

Increase PR of these items.

Ideas: Wall Planners

Diary application for smart phones (to cut down on printing)

2. To cease production of the ‘*Playcentre Calendar and Diary*’ and;

Definitely like to see the Calendar s and Diaries continue.

3. To fund ‘*Playcentre Awareness Week*’ from the levy.

Centres/Associations fund their own P.A.W resources.

Clarification please - \$7,000+ profit less contractors cost.

What was contractors cost???

End of National Executive Papers

12.0 Mihi – Karakia Taupoki

- Mihimihi Poroporoaki
- Mihi Whakamutunga
- Karakia Whakamutunga

Meeting closed: Rātapu, 28 Oketopa 10.40am

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I certify that the above is a true and correct record of the Tangata Whenua Māori Caucus Meeting at National Executive Meeting.

Adelle Robertson (Māori Caucus Administrator)