



Taumata Māori

Charter

November 2022

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1.0 KUPU ARATAKI

“E ngā mana, e ngā reo e raurangatira mā

Tēnā koutou, tēnā koutou, tēnā koutou katoa

Tūtawa mai i runga

Tūtawa mai i raro

Tūtawa mai i waho

Tūtawa mai i roto

Kia tau ai te mauri tū

Kia tau ai te mauri ora

Tūturu whakamāua kia tina, tina!

Haumi e, hui e, tāiki e!

2.0 BACKGROUND / TE WHAKAPAPA

The establishment of Te Taumata Māori was in response to a comprehensive and independent governance and organisational review of Sport NZ and High Performance Sport NZ.¹ One of the recommendations from the Review was the establishment of a “Taumata Māori” to provide valuable guidance at a governance level to Sport NZ on Te Tiriti o Waitangi, Māori sport, strategy, investment, and Māori outcomes. It was also envisaged that the members of the Taumata Māori would bring their unique skillset and provide capability and capacity support to the Sport NZ Group on matters relevant to Māori.

The decision to establish the Taumata Māori reflects a commitment to honour and uphold the mana of Te Tiriti o Waitangi. Sport NZ are on a cultural journey and are committed to partnership with tāngata whenua and the protection of Māori culture and taonga and recognises that Aotearoa / New Zealand will realise its full potential in play, active recreation and sport when tāngata whenua are able to participate and succeed as themselves. The establishment of the Taumata Māori will ensure that mātauranga Māori, Te Tiriti o Waitangi and its principles are central pou in our system for play, active recreation and sport in Aotearoa / New Zealand in order to achieve this.

3.0 PURPOSE OF THE TAUMATA MĀORI / TE WHĀINGA A TE TAUMATA MĀORI

The purpose of the Taumata Māori is to ensure that mātauranga Māori and Te Tiriti o Waitangi is embedded in the governance and decision-making of the Sport NZ Group. This bi-cultural foundation will contribute towards Aotearoa / New Zealand realising its full potential in play, active recreation and sport where all New Zealanders are able to participate and succeed.

¹ Review of Sport NZ and High Performance Sport NZ Governance and Organisational Structure, dated 6 December 2021.

4.0 GUIDING PRINCIPLES / NGĀ UARA

In the conduct and administration of its functions and powers, the Taumata Māori will be guided by the following principles:

- (a) kia pono ki te kaupapa: be authentic to our purpose;
- (b) kia tika te mahi: act with integrity;
- (c) me aroha ki te tāngata: act with respect for others;
- (d) me ranga te tira: grow strong relationships;
- (e) whāia te iti Kahurangi: pursue excellence;
- (f) kia ū ki ō tātou tikanga: centralise tikanga and mātauranga Māori; and
- (g) me whakakōtahi: move together in solidarity.
- (h) ko taku mana ko taku aroha ki te tangata: our mana is derived from our care of the people.

The Taumata Māori will also be guided by a commitment to build play, active recreation, and sport systems that reflects Te Tiriti o Waitangi and its principles.

5.0 DEFINITIONS / NGĀ WHAKAMĀRAMA

In this charter, unless the context otherwise requires:

“Chair” or “Kaiwhakahaere” means the Member appointed as the Chair of the Taumata Māori.

“The Fees Framework” means the Cabinet Office Circular CO (19)1: Fees framework for members appointed to bodies in which the Crown has an interest, as amended or revised.

“Group CEO” means the Chief Executive Officer of Sport NZ and High Performance Sport NZ.

“Initial Member(s)” means the first appointed members upon establishment of the Taumata Māori.

“Member(s)” or “Mema” means the appointed members of the Taumata Māori unless the context indicates otherwise.

“Minister” or “Minita” means the Minister for Sport and Recreation.

“Review” means the Review of Sport NZ and High Performance Sport NZ Governance and Organisational Structure, dated 6 December 2021.

“Sport NZ Group” means the parent entity, Sport and Recreation New Zealand (Sport NZ) and its wholly owned subsidiary High Performance Sport New Zealand (HPSNZ).

“Te Pākē o Ihi Aotearoa” means the Māori Outcomes Framework of Sport NZ.

6.0 FUNCTIONS OF THE TAUMATA MĀORI / NGĀ MAHI A TE TAUMATA MĀORI

The functions of the Taumata Māori are to:

- (a) Provide leadership, direction and support to the Sport NZ Group on matters relevant to Māori and the Sport NZ Group's Te Tiriti o Waitangi commitments;
- (b) Work in partnership with the Sport NZ Group to approve key strategic planning documents;
- (c) Lead decision making of the Sport NZ Group as it relates to Māori investment through Te Aho a Ihi Aotearoa;
- (d) Monitor key performance indicators of the Sport NZ Group:
 - (i) as they relate to Māori and the Sport NZ Group's Te Tiriti o Waitangi commitments;
 - (ii) to ensure successful outcomes are achieved under Te Pākē o Ihi Aotearoa; and
 - (iii) and the delivery of Te Aho a Ihi Aotearoa;
- (e) Report to the respective Sport NZ Group Boards, the Group CEO and the Minister on matters relevant to the purpose of the Taumata Māori;
- (f) Take any other action reasonably necessary to achieve its purpose and perform its functions; and
- (g) Take any other action as may be prescribed by law or assigned to the Taumata Māori by the Group CEO or the Sport NZ Board.

7.0 RESPONSIBILITIES OF THE MEMBERS / NGĀ HAEPAPA O NGĀ MEMA

7.1 Qualities and capabilities of Members / Ngā āhuatanga me pūkenga o ngā Mema

Members of the Taumata Māori will collectively between them:

- (a) Have knowledge of mātauranga Māori and Te Tiriti o Waitangi;
- (b) Have governance experience;
- (c) Have knowledge of the play, active recreation and sport industry and sector, particularly as it relates to Māori and Te Tiriti o Waitangi;
- (d) Align with and embody the values of the Taumata Māori; and
- (e) Adhere to the diversity expectations of the industry as are prescribed in any Sport NZ Group policies.

7.2 Individual duties of members / Ngā haepapa takitahi o ngā Mema

Individual duties of members of the Taumata Māori are as set out in the Crown Entities Act 2004, to:

- (a) Comply with the Crown Entities Act (section 53) and the Sport and Recreation New Zealand Act 2002;
- (b) Act with honesty and integrity (section 54);
- (c) Act in good faith and not at the expense of Sport NZ's interests (section 55);

- (d) Act with reasonable care, diligence and skill (section 56); and
- (e) Not disclose information (section 57).

7.3 Breach of individual duties / Te takahanga haepapa

Section 59 and 60 of the Crown Entities Act 2004 will apply if a Member does not comply with any of his or her individual duties.

8.0 GOVERNANCE / WHAKAHAERETANGA

8.1 Appointment of Members / Te Tohu Mema

The Sport NZ Board will select an appointment panel. The appointment panel will include the Sport NZ Group Chairperson, a Māori member of the Sport NZ Board and an Independent member. The appointment panel is responsible for recommending the appointment of the Initial Members and Members to the Taumata Māori which are subject to the approval of the Minister.

8.2 Number of Members / Te Rahi o te Poari

The Taumata Māori will have no less than three (3) and no more than five (5) Members.

One officer of the Sport NZ Board of Māori whakapapa will be appointed as a Member by the Sport NZ Board.

8.3 Retirement and rotation of Initial Members / Te Otinga me te whakahoutia o ngā Mema pūtaka

Five (5) Initial Members will be appointed and will hold office for the following terms, after which they will retire with further appointments being made in accordance with 8.4:

- (a) For one (1) Initial Member they will hold office for a term of one (1) year following their appointment;
- (b) For two (2) Initial Members, they will hold office for a term of two (2) years following their appointment;
- (c) For two (2) Initial Members, they will hold office for a term of three (3) years following their appointment.

Retiring Initial Members will be eligible for re-appointment.

8.4 Term of office of Members / Te Roanga o te Mema noho

Following the retirement of the Initial Members, appointed Members of the Taumata Māori:

- (a) Will hold office for a term of three (3) years or any shorter period stated in the notice of appointment;
- (b) May be reappointed so long as the consecutive number of terms upon reappointment does not exceed three (3) terms; and
- (c) Will continue in office despite the expiry of his or her term until:
 - (i) the Member is reappointed; or
 - (ii) the Member's successor is appointed; or

- (iii) the Member is informed by written notice that the Member is not to be reappointed and no successor is to be appointed at that time.

d) The Appointments panel will make recommendations regarding retiring members for re-appointment to the Sport NZ Board and Minister.

8.5 Chairperson / Kaiwhakahaere

- (a) The Sport NZ Board will appoint the inaugural Chair.
- (b) After the initial appointment, the Chair will be elected by the majority of the Members of the Taumata Māori.
- (c) A Chair will hold office until the earlier of:
 - (i) ceasing to be a Member; or
 - (ii) the second anniversary of appointment as Chair.
- (d) A Member may stand for re-election as Chair.

8.6 Secretary / Kaituhi

The Sport NZ Board will appoint a Secretary of the Taumata Māori.

8.7 Induction / Whakaurunga

- (a) All newly appointed Members will be provided with a marae / wānanga based induction into the Sport NZ Group.
- (b) Upon appointment and prior to attendance at their first hui of Members, new Members will:
 - (i) receive/have access to a copy of this Charter including governance policies, and other relevant legal governance documentation, current and recent meeting papers, an organisational chart, contact details for other Members and key staff, a glossary of key terms, definitions and acronyms and the current year's meeting schedule;
 - (ii) meet with the Chair for a governance familiarization (this may be held as a group wānanga or with individuals);
 - (iii) meet with the General Manager of the Rautaki Māori for an operational familiarization; and
 - (iv) meet with the Group CEO and Chair of the Sport NZ and High Performance Sport NZ Boards and key members of management for an operational familiarisation.

9.0 MEETINGS / HUI

9.1 Procedure / Tukanga

- (a) The Taumata Māori will hold its own hui at least four (4) times per year. The Chair or any Member may request a hui at any time.
- (b) Timely notice of hui shall be provided. The Chair has the discretion to change the dates of the hui after consultation with the other Members.

- (c) The Taumata Māori may meet ā-tinana or virtually if required, provided that all Members have access to the technology needed to participate virtually or by other means.
- (d) Members unable to attend the hui will advise the Chair at the earliest date possible.

9.2 Quorum / Kōrama

The quorum for the hui of Members is half the number of Members if the Taumata Māori has an even number of Members, or a majority of Members if the Taumata Māori has an odd number of Members. No business may be transacted at a hui of the Members if there is no quorum.

9.3 Agendas and papers / Rārangi take me nga pepa

The agenda and any papers necessary for the hui will be distributed preferably four (4) business days prior to the scheduled meeting, but no less than three (3) business days.

9.4 Minutes / Meneti

The Secretary is present and prepares the minutes of all Taumata Māori hui. Draft minutes are forwarded as soon as practicable after a hui to the Chair for comment.

9.5 Absence / Korenga

Where a member is absent from hui of Members or business of the Taumata Māori for a period greater than two (3) months, the annualised fee (if applicable) may be pro-rated to take into account this absence.

10.0 KEY RELATIONSHIPS / HONONGA MATUA

10.6 Relationship with the Sport NZ Group / Te whanaungatanga o te Taumata Māori, Ihi Aotearoa me High Performance Sport NZ

The Taumata Māori and the Sport NZ Group are committed to working together to fulfil the purpose and objectives of the Taumata Māori and to achieve the strategic goals of Sport NZ. The Chairs of the three boards will focus on building a strong and trusting relationship.

The Taumata Māori will attend the annual joint Board meeting of Sport NZ and High Performance Sport NZ.

10.7 Relationship with the Rautaki Māori Team / Te Hononga a te Rautaki Māori

The Chair of the Taumata Māori and the Group Manager of the Rautaki Māori Team will focus on building a strong and trusting relationship.

- (a) The Rautaki Māori Team will support and service the operations of the Taumata Māori as the governance body.
- (b) The Chair of the Taumata Māori, the Group Manager of the Rautaki Māori Team and the Group CEO will meet at least once per year.
- (c) The agenda of the annual hui will include any matters arising as the Chair, Group Executive and CEO sees fit.

10.8 Relationship with the Minister / Te Hononga ki te Minita

- (a) The Chair of the Taumata Māori and the Chair of the Sport NZ and High Performance Sport NZ Boards will meet annually with the Minister.
- (b) The Chair of the Taumata Māori will provide a written report to the Minister one (1) week in advance of the scheduled hui providing an update, from a te ao Māori lens, on the priorities and outcomes for Taumata Māori.

11.0 DISPUTES RESOLUTION PROCESS / HOHOU RONGO

- (a) If the Group CEO is notified in writing by any Member of a dispute between that Member and any member or officer in the Sport NZ Group, including between Boards, then the parties must, within a reasonable time, attempt to resolve the dispute through kanohi ki te kanohi discussion between the parties.
- (b) If the parties are unable to resolve the dispute in accordance with (a), the parties must, acting in good faith and being respectful of all parties, endeavour to agree on a process for resolving the dispute, which allows for natural justice to occur in a fair, efficient and effective manner which may include (but is not limited to):
 - (i) further discussions in accordance with tikanga;
 - (ii) mediation consisting of a mediation panel with expertise and knowledge in te reo me ōna tikanga Māori; and / or
 - (iii) determination of the dispute by an independent expert that has expertise and knowledge in te reo me ōna tikanga Māori.

12.0 CONFIDENTIALITY AND DISCLOSURE OF INFORMATION / TE TĀREHU ME TE PUAKI PĀRONGO

Members must ensure that information they hold about the Sport NZ Group or receive from the respective boards of the Sport NZ Group, is kept securely, treated in strict confidence and not used across Boards, and that property of the Sport NZ Group (including information) is used solely in the best interests of Sport NZ.

13.0 FEES AND EXPENDITURE / NGĀ UTU ME NGĀ WHAKAPAUNGA

13.1 Fees / Utu

- (a) The Fee Setting Authority for the Taumata Māori is the Sport NZ Board.
- (b) The Cabinet Office Circular CO (19)1: Fees framework for members appointed to bodies in which the Crown has an interest sets out the framework and guidance on fees and expenses. The Fees Framework must be referred directly for the approved guidance and process.
- (c) Members are paid monthly via direct credit unless other arrangements have been agreed.

13.2 Expenditure / Whakapaunga

- (a) Sport NZ will reimburse all reasonable expenses incurred by Members in the carrying out of their role.
- (b) Members will follow Sport NZ's policies on expenses, travel, gifts and hospitality and will use relevant contracted All of Government providers.
- (c) All Taumata Māori related expenditure is reimbursed on receipt of a GST invoice, if not directly arranged by Sport NZ.
- (d) For hui and events, Sport NZ will arrange the Members' travel and accommodation and the costs are charged directly to Sport NZ.

13.3 Expenditure authorisation process / Te tukanga whakamana whakapunga

- (a) All reasonable expenses incurred by Members in attending Taumata Māori hui must be approved by the Chair retrospectively, within three (3) months of the expenditure being incurred.
- (b) Any other expenses must be pre-approved by the Chair.

13.4 Expenses for Members' partners / Ngā whakapaunga mō ngā hoa Mema

Where partners, whānau or tamariki are invited to attend Sport NZ related events, the issue of whether travel costs are met by Sport NZ or by the Member personally will be decided on a case by case basis, but generally the Member will pay the cost of the additional travel.

13.5 Technology hardware / Taputapu hangarau

Sport NZ will not, as a matter of course, provide Members with technology items such as mobile phone handsets, personal digital assistants, laptops, desktops, printers etc. However, where there is benefit to Sport NZ in providing technology to a member in order to provide a more efficient and effective method of operation, Sport NZ may provide such hardware on a loan basis, by exception.

14.0 INSURANCE / TAITUARĀ

Sport NZ will provide Members with, and will pay the premiums for, indemnity and insurance cover while acting in their capacities as Members, to the fullest extent permitted by the relevant legislation, in particular s 123 of the Crown Entities Act 2004.

15.0 REVIEW OF CONSTITUTIONAL DOCUMENTS / AROTAKE I NGĀ PUKAPUKA WHAKAHAERE

- (a) The Taumata Māori Charter will be published on Sport NZ's website and will be reviewed every three (3) years.
- (b) The Members will initiate a review of the provisions and operation of this Charter and any other constitutional documents of the Taumata Māori.
- (c) In conducting a review under this clause, the Members will engage and consult with Māori stakeholders and leaders in the sector and will have regard to tikanga Māori.

- (d) The process of engagement and consultation will be undertaken by an independent facilitator, who has expertise and knowledge in te reo me ōna tikanga Māori, recommended by the Members with the approval of the Minister. The role of the independent facilitator will be to:
 - (i) liaise with the Members in the preparation of any discussion materials to be distributed to Māori stakeholders and leaders in the sector;
 - (ii) facilitate hui with Māori stakeholders and leaders in the sector;
 - (iii) receive, compile and review any written submissions received from Māori stakeholders and leaders in the sector; and
 - (iv) make recommendations to the Members as to the amendments that should be made to this Charter or any other constitutional documents of the Taumata Māori as a consequence of the information received from the process of engagement and consultation.
- (e) Following completion of the review and consideration by the Members of the report made by the independent facilitator, the Members will:
 - (i) recommend amendments (if any) to this Charter and any constitutional documents; and
 - (ii) seek the approval of those amendments by the Minister.