

Terms of Reference for Te Komiti Whakauru Māori

VERSION: 1.1
DATE IN FORCE: August 2023
PLANNED REVIEW: August 2024

1. Purpose

The purpose of Te Komiti Whakauru Māori (TKWM) is to support and enable constructive relationships with Māori and to guide and assist Ipurangi Aotearoa to become a Te Tiriti o Waitangi centric organisation.

2. Membership

- a. Te Komiti shall consist of no fewer than three and no more than five Council members who identify as having the relevant skills in Te Aō Māori concepts including kaitiakitanga, manaakitanga and whanaungatanga to perform the duties.
- b. Te Komiti may decide to co-opt/appoint an external independent advisor to te Komiti should it wish, to ensure the appropriate skills are represented.
- c. Council shall appoint the Chair and members of te Komiti and review these appointments annually at its first ordinary meeting after the Annual General Meeting.
- d. Any member who ceases to be a Councillor or Kaimahi ceases to be a member of Te Komiti.

3. Operating Principles

- a. Tumu Whakarae, Tumuaki Māori and the Hēkeretari may attend te Komiti on behalf of Ipurangi Aotearoa but shall not be members of TKWM.
- b. The Chair in consultation with the Tumu Whakarae shall nominate kaimahi to act as the Hēkeretari /Advisory that has the relevant skills and experience to undertake the duties.

4. Meetings

- a. All meetings will be chaired by Chair or delegate.
- b. A meeting quorum will be three members of the Committee.
- c. Where no consensus can be reached in the Committee the matter will be brought to the Council.
- c. Te Komiti shall meet 3-4 times per year or as required for the effective operation and discharge of te Komiti's responsibilities. Ordinarily, it is intended that four meetings per year are held.
- d. Council members who are not members of TKWM may attend any meeting either remotely or in person (except in the case of a conflict of interest, as determined by te Komiti).
- e. The Chair and the Hēkeretari shall agree to and distribute an agenda and any related papers one week prior to the meeting to members of the Committee and invited kaimahi of Ipurangi Aotearoa.

5. Responsibilities

- a. The Chair shall report to the Council after each Komiti meeting or as specified or requested by the Council.
- b. Te Komiti is responsible for making recommendations to Council relating to strengthening and building cultural competency and understanding of Te Ao Māori at the Governance level.
- c. Collaborate with the Tumu Whakarae, Tumuaki Māori and the Māori Design Group to develop recommendations on co-design, co-management and/or co-governance to help facilitate the wider organisational strategy Rei: Kura Te-Tiriti-o-Waitangi honouring organisation.

- d. Maintain a general overview of Ipurangi Aotearoa's relationships with Māori and monitor/help mitigate relational and reputational risks.
- e. Support the implementation of He Pouwhenua, He Pou Tangata strategy, and develop recommendations on alignment with strategic thinking.

6. Authority

- a. The Committee is an advisory committee and does not have power or authority. Unless explicitly empowered by the Council, committees or working parties cannot make binding Council decisions or speak for the Council. For the most part the function of committees and working parties, in fulfilling their role, is to make recommendations to the Council.
- b. Please see the Governance [Charter](#) for further guidance on Committees Page 11.

7. Reporting

- a. After each Komiti meeting, the Chair shall report the Komiti's findings and recommendations to Council.
- b. Te Komiti will normally send the minutes of their meetings to Council, but can advise Council to keep some sections confidential.

8. Review

- a. Review this Terms of Reference annually prior to the Annual General Meeting and recommend any updates as/if required for Council to consider at its subsequent meeting.