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THE RULES OF TE RUNANGA O RAUKAWA INCORPORATED

Name

1 The name of the society is Te Runanga o Raukawa Incorporated and shall be known as the Runanga throughout these Rules

Objects

2 The objects for which the Runanga is established are:

(1) To conserve promote advance and assist:

(a) whanau, hapu and iwi of Ngati Raukawa ki te Tonga who are tangata whenua in the rohe which is popularly known as Mai i Waitapu ki Rangataua, Mai i Miria te Kakara ki Kukutauaki;

(b) karangarangatanga who are normally resident in the rohe of the whanau, hapu and iwi referred to in Rule 2(1) (a) and who are not Ngati Raukawa ki te Tonga;

(c) whanau, hapu and Iwi closely related to those referred to in Rule 2(1) (a) living outside the rohe admitted to participate in the Runanga in accordance with the succeeding Rules

(2) To act as a recognised Maori authority

(3) To consider discuss and take action on matters relevant to the raising of the mana, and to the advancement of the people referred to in Rule 2(1)

(4) To actively promote productive relationships between those people referred to in Rule 2(1) and other karangarangatanga, and other citizens of Aotearoa.

(5) To assist all of the people referred to in Rule 2(1) to strengthen their taha tinana, taha hinengaro, taha wairua and taha whanau and to develop to their full potential.

(6) To halt the decline and to promote the revival of te reo Maori and of the tikanga of those people referred to in Rule 2(1)

(7) To find ways to ensure that for those people referred to in Rule 2(1):

(a) they all know or have access to information on their origins and whakapapa and are contributors in one way or another to the well-being of their whanau, hapu, iwi and marae,

(b) an increasing number of them are competent in the reo Maori and in other languages of relevance to their well being,

- (c) their children whether born out of the conventional and publicly announced state of wedlock or not, are embraced by and raised under the influence of their whanau, hapu and iwi,
 - (d) all of their children are so instructed as to ensure that all of their capacities and potential are fully developed,
 - (e) the quality of health among them be as high as that of any group in the world,
 - (f) all of them contribute to their whanau, hapu and iwi and to Aotearoa and in particular, that none
 - (i) is in jail or in any other place of detention,
 - (ii) is in an orphanage,
 - (iii) is in ill health or in a hospital with any avoidable illness,
 - (iv) is without an occupation in which he or she is productively engaged,
 - (v) is in an old person’s home, or,
 - (vi) can justify the claim that he or she is without a place to stand
- (8) To co-operate with local, national or international agencies, governmental or private, to achieve the following among the people referred to in Rule 2(1):
- (a) abundant employment opportunities particularly within whanau, hapu or iwi arrangements,
 - (b) a wide range of exciting training and educational opportunities including those which are whanau-, hapu- or iwi- based,
 - (c) housing and other living conditions which are highly conducive to the enhancement and fulfilment of personal, whanau , hapu or iwi aspirations, and
 - (d) the strengthening of communication and other systems for social advancement.
- (9) To design policies which will ensure that the people referred to in Rule 2(1) have increasing responsibility for their present and future circumstances.

Powers

3

- (1) To raise funds by way of contributions, deposits, and other means, secured by way of debenture or other security given by the Runanga over all or any assets of the Runanga, or without security

- (2) To make advances to persons or corporate bodies included in Rule 2(1) hereof on such terms as to repayment, interest and security as Te Runanga Whaiti or the Runanga in general meeting may from time to time determine
- (3) To engage directly or indirectly in business activities in pursuance of the objects and in conformity with section 61(27) of the Income Tax Act 1976
- (4) To make grants or present koha to any persons or organisations as Te Runanga Whaiti or the Runanga in general meeting may determine.
- (5) To invest the funds of the Runanga in such a manner and upon such security as the Runanga may think fit, or without security.
- (6) To use the funds of the Runanga in payment of the cost and expenses of furthering or carrying out the objects of the Runanga or any of them including the employment of counsel, solicitors, agents, officers and servants as shall appear necessary or expedient.
- (7) To subscribe to, become a member of, or co-operate with any other roopu whether incorporated or not whose objects are altogether or in part similar to those of the Runanga; and to procure from and communicate to that roopu such information as may be likely to advance the objects of the Runanga
- (8) To take and accept any gift, transfer or conveyance of property, whether real or personal, and whether subject to any special trust or not
- (9) To receive and disburse funds from Government departments, local and other bodies and persons
- (10) To undertake and execute any trusts or any agency business
- (11) To purchase, exchange, lease, hire or otherwise acquire for the purposes of the Runanga any real or personal property.
- (12) To construct, maintain, improve and alter, pull down or rebuild any house, building, or walls necessary or convenient for the purposes of the Runanga.
- (13) To sell, manage, lease, mortgage, transfer, convey, surrender, dispose of, or otherwise deal with all or any part of the real or personal property of the Runanga
- (14) To borrow and raise money in such manner as the Runanga may think fit, and on the security of any real or personal property of the Runanga, or without security. Provided that the trustees of the Runanga as defined by the Inland Revenue Department will not receive payment as trustees other than the reimbursement of out of pocket expenses

- (15) To communicate with Parliament and public or commercial bodies in New Zealand and elsewhere and concur in and promote and assist measures for the advancement of the people referred to in Rule 2(1)
- (16) To undertake or commission research which will further the objects of the Runanga and to broadcast, publish or otherwise disseminate information on its findings and activities
- (17) To do all such things as are incidental or conducive to the attainment of the above objects. This Rule shall be read in addition to and not ejusdem generis with the above Rules

Membership 4 (1) Founding members

Upon incorporation the founding members of the Runanga shall be:

Te Maharani Jacob, Farmer, Hokio Beach Road, R.D. 1, Levin

Yvonne Wilson, Home Executive, Kuku, Ohau

Mason Durie, Medical Practitioner, “Aorangi”, Feilding

Te Hua o Te Kawariki Margaret Kereama, Home Executive, 17 Fitzroy Street, Feilding

Ngawini Meretene Kuiti, Mokai na te iwi, 148 Liverpool Street, Levin

Ane Parata, Public Servant, 53 Beach Road, Waitarere, Levin

Maata Te Tai Awatea Frances Winifred Winiata, Home Executive, 24 Monaghan Avenue, Wellington 5

Turoa Kiniwe Royal, Teacher, 41 Whiteman Road, Silverstream, Wellington

Whatakaraka Davis, Panelbeater, 13 Atmore Avenue, Otaki

Margaret Rangimakaora Davis, Administrator, 13 Atmore Avenue, Otaki

Maui Pomare, Agronomist, “Hongoeke”, Plimmerton

Hohipuha Cook, Retired, 21 Temuera Street, Otaki

Rupene Waaka, Public Servant, 24 Dunstan Street, Otaki

Peter Richardson, Farmer, R.D. 9, Palmerston North

Te Iwa Clifton, Whanau Worker, 53 Morgan Crescent, Levin

(2) Initial members / meeting

Following incorporation the founding members shall call upon the founding nominating bodies for nominations for the initial membership and shall arrange a

meeting of the nominees at which such nominations will be received and membership confirmed

(3) Founding Nominating Bodies

The Runanga shall consist of those descendants referred to in Rule 2(1) (a) who are

- (a) members of the following bodies, and
- (b) are nominated in accordance with Rule 5(1) for membership by those bodies to the number specified, and confirmed in general meeting in accordance with Rule 5(2)

<u>Founding Nominating Body</u>	<u>Number</u>
Ngati Huia ki Katihiku	4
Ngati Huia ki Matau	4
Ngati Huia ki Poroutawhao	4
Ngati Kapumanawawhiti	4
Ngati Kauwhata	4
Ngati Kauwhata ki Aorangi	4
Ngati Kikopiri	4
Ngati Koroki	4
Ngati Maiotaki	4
Ngati Manomano	4
Ngati Ngarongo	4
Ngati Pare	4
Ngati Pareraukawa	4
Ngati Parewahawaha	4
Ngati Pikiahuwaewae ki Poupatete	4
Ngati Pikiahuwaewae ki Tokorangi	4
Ngati Rakaupaewai	4
Ngati Rangatahi	4
Ngati Takihiku	4
Ngati Te Au	4
Ngati Turanga	4
Ngati Wehiwehi	4
Ngati Whakatere	4
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“Ngati Tukorehe added as a nominating body in 1993 with power to nominate four members, total 96 nominations. Ngati Hikitunga invited to become a subsequent nominating body with power to nominate 4 members on 25 September 2010, bringing total number of members to 100. See under Rule 4(4)”

(4) Subsequent
Nominating Bodies

To provide in accordance with Rule 2(1) (c) for participation in the Runanga of active whanau, hapu or iwi who are closely related to the whanau, hapu or iwi referred to in Rule 2(1) (a) living outside or within the rohe, the Runanga in general meeting on the recommendation of Te Runanga Whaiti may invite such whanau, hapu or iwi (or a runanga or other representative body thereof) to become a Subsequent Nominating Body with the power to nominate members in such number as the Runanga think fit

“Ngati Tukorehe is acknowledged as a Subsequent Nominating Body with the power to nominate 4 members, with effect from 1993, following the finding of the High Court in August 2006 that there were then 96 members. See Ngati Kikopiri Marae Maori Komiti Incorporated Society v Te Runanga o Raukawa Inc. Palmerston North CIV-2005-454-409”

(5) Ordinary
Nominating Bodies

To provide in accordance with Rule 2(1) (b) for participation in the Runanga of those karangarangatanga referred to in Rule 2(1) (b).

- (a)
- (i) Any roopu tikanga Maori may seek status as an Ordinary Nominating Body of two persons with whakapapa links to one of the whanau, hapu or iwi referred to in Rule 2(1) (a) for membership by applying in writing to Te Runanga Whaiti.
 - (ii) Te Runanga Whaiti will consider the application and refer it with a recommendation to the Runanga
 - (iii) The Runanga may adopt the recommendation or, if it is unfavourable, refer it back to Te Runanga Whaiti for further consideration and recommendation or invite the applicant roopu to present its case to the Runanga, shall be in its absolute discretion and shall be final.
 - (iv) Such grant of status shall be notified immediately to the nominating bodies.
- (b) Upon the grant of such status the number of members whanau, hapu or iwi are entitled to nominate specified in Rule 4(3) shall increase to the point where the number of members for whom they have completed nominations, is at least 75% of the total membership.

(6) Co-opted members

The Runanga may upon the request of a founding nominating body co-opt up to 10 other persons to serve as members of the Runanga. Such persons need not be descendants of the people referred to in Rule 4(3) but should be active in the work of these bodies or of other roopu tikanga Maori in the rohe. Any such co-option shall be confirmed at the next general meeting and shall subsist for one year unless renewed at succeeding annual general meetings. Continuous membership of a coopted member shall not exceed seven years

(7) (a) Any member who ceases to have status within the nominating body specified in Rule 4(3) or by way of Rules 4(4) or 4(5) or whose nominating body ceases to have that status shall forthwith cease to be a member of the Runanga

(b) Te Runanga Whaiti shall write to nominating bodies to ascertain changes in their membership or office bearers as at 1 April and 1 October in each year and to call upon those bodies for nominations of persons to replace those whose membership of the Runanga has ceased as aforesaid.

(8) Equity

In principal, and as far as is practicable, the Runanga shall strive for a membership comprising.

(a) An equal number of men and women, and

(b) 20 percent under the age of 30 years

(9) In the event that any founding nominating body ceases to be a nominating body or ceases to exist, the remaining bodies shall succeed to the nominating rights of that body

(10) If any founding nominating body does not exercise its powers of nomination after receiving adequate notice in writing to do so from Te Runanga Whaiti, the Runanga may resolve in general meeting that that body cease to be a founding nominating body, and it shall so cease thenceforth

Confirmation of Members

5

(1) Each nomination shall be in writing comprising the resolution of the body nominating the person, countersigned by him or her, along with any grant of status referred to in Rule 4(3), 4(4) or 4(5) lodged with Te Runanga Whaiti at least seven days before the general meeting at which membership is to be confirmed.

- (2) Subject to Rule 4(8) members shall be confirmed by a simple majority of the members present at the next general meeting after properly completed nominations have been lodged with Te Runanga Whaiti.

Entrance fees

- 6 There shall be no entrance fee unless the Runanga resolves in general meeting to the contrary

Annual subscription

- 7 There shall be no annual subscription unless the Runanga resolves in general meeting to the contrary

Further subscriptions or levies

- 8 Koha offered by members, nominating bodies or others for furthering the interests of the Runanga shall be accepted unless there is very good reason, to be reported to the Runanga in general meeting, for not doing so

Penalties

- 9 If the Runanga in general meeting resolves to introduce entrance fees and/or subscriptions, provisions shall be made for penalties on unpaid fees or subscriptions.

Resignation of members

- 10 Any member may resign from his or her membership by giving to the Runanga notice orally or in writing to that effect. Every such notice shall unless otherwise expressed take effect as from the end of the year then current. Te Runanga Whaiti shall advise the member's nominating body of the resignation as soon as practicable and invite replacement nominations as is appropriate

Bankruptcy etc of members

- 11 If any member is convicted of any indictable offence or is adjudged a bankrupt or makes a composition with his or her creditors then that member shall without releasing him or her from any antecedent liability to the Runanga forthwith cease to be a member, but the Runanga may in its discretion reinstate him or her without payment of entrance fee as a new member

Expulsion of members

12

- (1) The Runanga may at any time by letter invite any member to explain any stated breach by him or her of these Rules and in default of an acceptable explanation or resignation submit the question of his or her expulsion to a general meeting to be held within three calendar months from the date of that letter.

- (2) At that meeting the member whose expulsion is under consideration shall be allowed to offer an explanation orally or in writing (or both).
- (3) If three-quarters of the members present vote for his or her expulsion he or she shall forthwith (without releasing him or her from any antecedent liability to the Runanga) cease to be a member.
- (4) Voting at the meeting shall be by ballot if so requested by not less than five members. In the event of an expulsion the member’s nominating body shall be advised by Te Runanga Whaiti of the expulsion as soon as practicable. Alteration of rules

13

- (1) These Rules may be altered added to rescinded or otherwise amended by a resolution passed by a three quarters majority of those present in accordance with rule 13(2) at a general meeting of which fourteen days’ notice has been given and confirmed at another general meeting held not more than three calendar months nor less than fourteen days thereafter by a three quarters majority of those present in accordance with Rule 13(2).
- (2) Over 50 percent of the members of the Runanga shall be at each of the two general meetings provided for in rule 13(1)
- (3) The notices required by Rule 13(1) shall set out the proposed alteration addition rescission or other amendment
- (4) Duplicate copies of every such alteration addition rescission or amendment shall forthwith be delivered to the Registrar in accordance with the requirements of the Act.
- (5) No such alteration addition rescission or amendment shall be in conflict with any of the objects or powers of the Runanga or in derogation of its charitable purposes

Annual General Meeting

14 The Runanga shall report annually on the tikanga Maori activities of the rohe. Its reporting year shall end on 30 June and the annual general meeting shall be held in the months of August or September in every year upon a date and at a time and place to be fixed by the Tumuaki or in the event of his or her default, absence or inability Te Runanga Whaiti for the following purposes:

- (1) to receive from Te Runanga Whaiti:
 - (a) reports on:
 - (i) the activities and positions of the whanau, hapu, iwi and other Karangarangatanga referred to in Rule 2(1),
 - (ii) the Roopu Kaumatua as required by Rule 24(5),

- (iii) the memberships provided for in Rule 4(6) and,
 - (iv) attendance records at meetings of Te Runanga Whaiti by its members.
- (b) a review of the activities and a statement of position of the Runanga;
 - (c) a balance sheet and statement of accounts of the Runanga and for the last financial year and estimates of receipts and expenditure for the ensuing year, and
 - (d) projections of proposed hapu, iwi or other roopu tikanga Maori activity for the ensuing year
- (2) To elect the Tumuaki of the Runanga who shall also be Tumuaki of Te Runanga Whaiti, no person may serve as Tumuaki for more than seven years continuously
 - (3) To fill the vacancies in Te Runanga Whaiti
 - (4) To appoint auditor for the ensuing year.
 - (5) To confirm the Board of Directors of Raukawa Investments Ltd on the recommendations of Te Runanga Whaiti.
 - (6) To decide on any resolution which may be duly submitted to the meeting.

Special General Meeting

15 The Tumuaki or in his or her absence or inability any other two members of Te Runanga Whaiti may at any time for any special purpose call a special general meeting and he or she or they shall do so forthwith upon the requisition in writing of any ten members stating the purposes for which the meeting is required

Ordinary General Meeting

16 An ordinary general meeting shall be held at such intervals, times and places as the Tumuaki or in his or her absence or inability any other two members of Te Runanga Whaiti may direct for the purposes of transacting the business of the Runanga and deciding upon such nominations and resolutions as are duly submitted to the meeting.

Notice of business

17 One clear day before a special general meeting, fourteen clear days before the annual general meeting and two clear days before any other general meeting notice of that meeting and of the business to be transacted at it, together with a copy of the reports, reviews, financial statements and projections in the case of the annual general meeting, shall be sent to every member; and no business other than that of which notice has been so given

shall be brought forward at that meeting unless the admission of additional business be agreed to by a three quarters majority of members present.

Service of notices

18 Every notice required to be given to a member shall be deemed to have been duly delivered if posted to him or her in a pre-paid letter addressed to the last known place of residence of the member.

Procedure at meeting

19

- (1) At all general meetings the Tumuaki and in his or her absence any other duly elected person shall take the chair and subject to Rule 19 (2), every member shall be entitled on every motion to one vote exercised in person by voice or show of hands and in the case of an equality of votes the Tumuaki shall have a casting as well as a deliberate vote.
- (2) A member nominated by and confirmed in respect of two or more nominating bodies shall be entitled to vote at all general meetings once in respect of each nominating body

Quorum

20 Subject to Rule 12, at all general meetings twenty five members shall constitute a quorum

Te Runanga Whaiti (ie Te Runanga Whaiti o Te Runanga o Raukawa Inc)

21

- (1) At the Annual General Meeting of the Runanga there shall be an election for the elected positions.
- (2) The Runanga Whaiti shall comprise the Tumuaki of the Runanga, ex officio, and one person elected by each nominating body referred to in Rule 4(3), 4(4) and 4(5).
- (3) Each nominating body referred to in Rule 4(3), 4(4) and 4(5) shall retire their members at least triennially. Such members shall be eligible for renomination.
- (4) Candidates for Te Runanga Whaiti shall be nominated to and confirmed by the Annual General Meeting. Retired members may stand again.
- (5) No person shall serve ex officio or as an elected member for more than six years continuously.

- (6) In the event of a casual vacancy in Te Runanga Whaiti, the nominating body affected shall name a person to fill the vacancy for the remainder of the term Duties of Te Runanga Whaiti

22

- (1) It shall be the duty of Te Runanga Whaiti:
- (i) to conduct the affairs of the Runanga, to exercise all the powers of the Runanga for the objects specified in Rule 2, and to carry out the duties given to it by these Rules,
 - (ii) to keep usual and proper books of account properly posted up and other records of the business of the Runanga,
 - (iii) to notify members of intended meetings and the business to be transacted at them,
 - (iv) to prepare and submit to the annual general meeting the reports, reviews, statements and projections described in Rule 14(1)
- (2) Meetings of Te Runanga Whaiti may be convened by circular letter or by other adequate means at such times and places as the Tumuaki or, in the case of his or her absence inability or refusal to act, any two members of Te Runanga Whaiti, may appoint, and twelve shall be a quorum. Each member of Te Runanga Whaiti shall have one vote, and the Tumuaki a casting vote as well as a deliberate vote.

Delegation of Powers

23

- (1) Te Runanga Whaiti may at any time and from time to time within such limits as it may prescribe delegate all or any of its powers to a sub-committee, members of which shall include members of Te Runanga Whaiti, or to the Tumuaki, or any Secretary and /or General Manager appointed by it provided however, that the exercise of such powers by any such delegation shall be reported to Te Runanga Whaiti at its next succeeding meeting.
- (2) Te Runanga Whaiti may at any time revoke any power or powers delegated to any Sub-Committee, Tumuaki, Secretary or General Manager by sending notice of revocation in writing to such person or persons and the powers conferred shall be revoked as from the time of receipt of such notice

Roopu Kaumatua

24

- (1) The Runanga shall ensure that it has the experience and wisdom of kaumatua of the rohe to guide it when questions of particular significance to the Runanga and to the rohe generally are being considered
- (2) A Roopu Kaumatua shall be established and updated annually as at 1 October by Te Runanga Whaiti inviting all whanau, hapu or iwi referred to in Rule 2(1) (a) and other roopu tikanga Maori of the rohe to provide the names, addresses and telephone numbers of their respective kaumatua.
- (3) The term kaumatua is used to describe a kuia or koroua who is a source of information and guidance particularly in connection with the mana of the Runanga and of the whanau, hapu or iwi referred to in Rule 2(1) (a) and other roopu tikanga Maori in the rohe, the lives and works of the old people, the histories of the whanau, hapu, marae , tikanga, kawa or taonga and relationships within and among hapu, iwi or other roopu tikanga Maori
- (4) Kaumatua who are not members of the Runanga shall be free to attend meetings of the Runanga with the right to speak and to offer guidance and advice on any matter. What they say must be allowed to penetrate the collective mind and emotions of the Runanga in coming to decisions
- (5) Provisions of appropriate secretarial and other support services shall be made by Te Runanga Whaiti for the Roopu Kaumatua to meet, at least annually to consider matters of their choice
- (6) Te Runanga Whaiti shall include in its report information on the activities and composition of the Roopu Kaumatua, and on its recommendations and Te Runanga Whaiti’s decisions and actions taken thereon.

He tukunga ki te iwi

25

- (1) Any 25 descendants of the whanau, hapu or iwi referred to in Rule 2(1) (a) of the rohe described as:

Mai i Waitapu ki Rangataua

Mai i Miria Te Karaka ki Kukutauaki

may, in writing, request that the Runanga call a joint meeting of the following:

- (a) the Runanga,

- (b) the Roopu Kaumatua; and
 - (c) each nominating body under these rules for any purpose of special significant to the hapu, iwi or other karangarangatanga of the rohe. In making the request the purpose of the meeting shall be stated. Te Runanga Whaiti shall determine whether those making the request are descendants.
- (2) The Tumuaki or in his or her absence or inability any other two members of Te Runanga Whaiti shall call the meeting requested within 21 days of receiving the request. The notice of the meeting shall be not less than 30 days nor more than 60.
 - (3) Any resolution of the joint meeting which calls on the Runanga to take or refrain from some action shall be considered by the Runanga which, at a subsequent joint meeting which shall be called within three months of the first joint meeting, shall report the Runanga’s decisions and any action on the resolution.

The Common Seal

26 The common seal of the Runanga shall be that appointed by Te Runanga Whaiti who shall be responsible for its safe custody and control

Use of Common Seal

27 Whenever the common seal of the Runanga is required to be fixed to any deed document writing or other instrument the seal shall be affixed pursuant to a resolution of the Runanga Whaiti or of the Runanga in general meeting by any two members of Te Runanga Whaiti thereby authorised to affix the seal and the persons so affixing the seal shall at the same time sign the document to which the seal is so affixed.

Control and use of funds

28 All moneys received by or on behalf of the Runanga shall forthwith be paid to the credit of the Runanga in any account with the Bank of New Zealand at Otaki or other bank or savings bank from time to time to be decided upon by Te Runanga Whaiti or the Runanga in general meeting, and all cheques and withdrawal slips drawn on the account shall be signed by the Tumuaki or one other member of Te Runanga Whaiti for the time being and the Chief Executive Officer or the Finance Manager

Investment of funds

29

- (1) The Runanga may from time to time invest and reinvest upon such terms as it may think fit the whole or any part of its funds which may not be required for the immediate business of the Runanga

- (2) When the Runanga is incorporated, it shall incorporate Raukawa Investments Ltd as a charitable body under the Companies Act 1955 to be a financial institution to be owned as to the majority of its shares by the Runanga

Borrowing power and guarantees 30

- (1) The Runanga shall in addition to the other powers vested in it have a power to borrow or raise money from time to time by the issue of debentures bonds mortgages or any other security over the property or rights of the Runanga or within any such security and upon such terms as to priority and otherwise as the Runanga thinks fit; and the powers of so borrowing or raising money may be exercised pursuant to a resolution of the Runanga passed in general meeting or pursuant to a resolution of Te Runanga Whaiti at a meeting convened in accordance with these rules
- (2) The Runanga shall have the power in addition to the other powers vested in it to act as guarantor to a resolution of the Runanga passed in general meeting or pursuant to a resolution of Te Runanga Whaiti at a meeting convened in accordance with these Rules

Auditor

31

- (1) The accounts and where possible the activity and position statements of the Runanga shall be audited by a Chartered Accountant who shall not be a member of the Runanga or of Te Runanga Whaiti and who shall be appointed annually by a majority of the members present at the Annual General Meeting
- (2) From time to time the Runanga may issue research or other papers on measuring the activity and stating the position (as to their cultural and other resources and effort) of whanau, hapu, iwi or Runanga for the guidance of:
 - (i) these bodies in the preparation of their own reports, and
 - (ii) the auditor in undertaking his or her responsibilities

Disposition of surplus assets

32 In the event of the Runanga being wound up the surplus assets after payment of the Runanga's liabilities and the expenses of the winding up shall be distributed to such other charitable body or body having objects similar to those of the Runanga to be applied by such body for the advancement of the whanau, hapu and iwi referred to in Rule 2(1) (a) or for charitable purposes, which those whanau, hapu and iwi may specify.

Regulations

33 The Runanga may from time to time by resolution in general meeting make amend or rescind regulations not inconsistent with these Rules governing procedure at its meeting, the business of the Runanga, and publication (if any) of its own reports thereof and in the press.

Interpretation

“Act” means the Incorporated societies Act 1908.

“Hapu” means a collection of whanau.

“Iwi” means a collection of hapu

“Karangarangatanga” means group, society or organisation

“Kaumatua” means elder or person nominated by a nominating body to fill the role of kaumatua. “Koha” means gift

“Meeting” means a meeting of the Runanga

“Member” means a member of the Runanga and includes a corporate body

“Reo” means language

“Rohe” means region or district

“Roopu” means group

“Roopu tikanga Maori” means a group which conducts its affairs according to Maori practice.

“Runanga” means Te Runanga o Raukawa Incorporated under these Rules

“Runanga” means a collection of groups; an assembly “Taha

hinengaro” means mental needs.

“Taha tinana” means physical needs.

“Taha wairua” means spiritual needs.

“Taha whanau” means family or family associations

“Tangata whenua” means people of the land originally or by conquest “Te

Rangatahi” means the youth or young people.

“Te Runanga Whaiti” means Executive Committee.

“Tikanga” means practices.

“Tumuaki” means the Tumuaki of the Runanga and of the Runanga Whaiti.

“Whakapapa” means genealogy or genealogical.

“Whanau” means a family including an extended family.

“This copy of the Rules is considered by Te Whakahoutanga as the authoritative Rules of the Runanga as at September 2010 having regard to the findings in Ngati Kikopiri v Runanga o Raukawa, High Court, Palmerston North CIV-2005-454-409”

Resolution proposed for Te Whakahoutanga

That in its Report to the next Annual General Meeting of Te Rūnanga o Raukawa, Te Whakahoutanga proposes the enactment of regulations in the form below on certain matters affecting Annual General Meetings, the membership of Te Rūnanga and Te Rūnanga Whaiti and the election of the Tumuaki; and that if enacted the same be printed with the Consitution in the Induction Manual.

Explanation

Rule 33 provides:

“The Rūnanga may from time to time by resolution in general meeting make amend or rescind regulations not inconsistent with these Rules governing procedure at its meeting, the business of the Rūnanga, and publication (if any) of its own reports thereof and in the press”.

The proposal is that our report to the AGM contains a recommendation that Te Rūnanga promulgates Regulations as described above.

Annual General Meetings, Members and Officers Regulations 2011/1

ANNUAL GENERAL MEETINGS, MEMBERS AND OFFICERS REGULATIONS 2011

Recitals

These regulations are made pursuant to Rule 33 of the Rules of Te Rūnanga o Raukawa Incorporated by resolution of the Annual General Meeting of Te Rūnanga o Raukawa Incorporated at Poupatate Marae on the 27th day of August 2011.

1 Title

These Regulations are the Annual General Meetings, Members and Officers Regulations 2011.

2 Commencement

These Regulations come into force on the day following the 2011 Annual General Meeting of Te Rūnanga.

3 Purpose

This regulation is to provide further for Annual General Meetings and the processes for the confirmation or appointment of members of Te Rūnanga and Te Rūnanga Whaiti and the election or appointment of certain officers.

4 Annual General Meeting

R 14 requires that the Annual General Meeting of Te Rūnanga be held in August or September each year at a time and place determined by the Tumuaki.

- (1) The Tumuaki shall set the time and place for the Annual General Meeting no later than 30 June each year by notice in writing to Te Rūnanga Whaiti.
- (2) If the Tumuaki fails to set the date of the Annual General Meeting by 30 June then Te Rūnanga Whaiti shall set the time and place at its first meeting after 30 June.
- (3) In all other respects the responsibility for ensuring the proper conduct and management of the Annual General Meeting in accordance with the Constitution rests with Te Rūnanga Whaiti as a whole. To that end Te Rūnanga Whaiti will, no later than 30 June in each year, appoint a person to lead the preparation for and conduct of the Annual General Meeting, such work to be undertaken in accordance with such directions as Te Rūnanga Whaiti may give.
- (4) The person appointed by Te Rūnanga Whaiti will have the oversight of the preparations and will have primary responsibility for directing the work of any

secretariat established for Te Rūnanga Whaiti and of liasing with the General Manager with regard to such staff assistance as may be needed.

- (5) In planning for Annual General Meetings the Tumuaki, Te Rūnanga Whaiti and its appointee will have regard to the custom of inviting marae with adequate facilities to host the Annual General Meeting according to a rotation of southern central and northern districts.

5 Membership of Te Rūnanga

- (1) Through its appointee Te Rūnanga Whaiti will communicate with all Nominating Bodies no less than sixty (60) days before the Annual General meeting each year requesting them to advise of any persons who have ceased to be members of Te Rūnanga, to advise of those nominated to replace them and to file the nominations for such persons completed in terms of R 5(1) of the Rules of Te Rūnanga at least thirty (30) days prior to the Annual General Meeting.
- (2) At the Annual General Meeting the chairperson shall read the names of those who have ceased to be members and the persons nominated to replace them, shall refer to the equity provisions in R4(8), and shall open the discussion on whether those nominated be confirmed as members.
- (3) This clause shall apply also to any general meeting at which membership is to be confirmed.

6 Membership of Te Rūnanga Whaiti

- (1) Through its appointee Te Rūnanga Whaiti will communicate with each Nominating Body at least sixty (60) days before the Annual General Meeting to advise whether the representative for that body on Te Rūnanga Whaiti is due to retire and if so is eligible for re-election, in terms of R 21, and to ask each Nominating Body to file, at least thirty (30) days before the Annual General Meeting particulars of any person nominated to replace any person as a member of Te Rūnanga Whaiti.
- (2) At the Annual General Meeting the chairperson shall read the names of those who have ceased to be members of Te Rūnanga Whaiti and those nominated to replace them, shall refer to the equity provisions of R4(8), and shall open the discussion on whether those nominated be confirmed as members.
- (3) A member of Te Rūnanga Whaiti shall cease to be a member of Te Rūnanga Whaiti if:
 - (a) the member shall have been in office continuously for three years or more but not more than 6 years (in which event that member may be renominated in terms of rule 21 of the Constitution); or

- (b) the member shall have been in office continuously for more than 6 years (in which event that member may not be renominated); or
 - (c) the member resigns as a member of the Runanga Whaiti by giving notice in writing to Te Rūnanga Whaiti; or
 - (d) the nominating body that the member represents gives notice in writing to Te Rūnanga Whaiti that the member no longer represents that nominating body; or
 - (e) the member fails or neglects to attend three consecutive meetings of Te Rūnanga Whaiti without leave of absence, unless it appears to the other members of Te Rūnanga Whaiti at their first meeting after the last of such absences that there is a proper reason for such non-attendance; or
 - (f) the member is disqualified from being a member of Te Rūnanga pursuant to R 11 of the Constitution or otherwise becomes unfit or unable to act as a member of Te Rūnanga Whaiti.
- (4) A member of Te Rūnanga Whaiti shall cease to be a member thereof:
- (a) in a case where 3(a) applies, from the end of the day three years after the date on which that member was confirmed as a member of Te Rūnanga Whaiti;
 - (b) in a case where 3(b) applies, from the end of the day six years after the date on which that member was confirmed as a member of Te Rūnanga Whaiti ;
 - (c) in a case where 3(c) or 3(d) applies from the date the written notice is received by Te Rūnanga Whaiti;
 - (d) in the case where 3(e) applies from the date of the first meeting of Te Rūnanga Whaiti after that members third consecutive absence without leave; and
 - (e) in the case where 3(f) applies from the date on which Te Rūnanga Whaiti was notified in writing of the relevant fact together with such evidence as Te Rūnanga Whaiti may reasonably require.
- (5) R 21(6) of the Constitution provides that should a vacancy arise in the Te Rūnanga Whaiti the nominating body affected shall name a person to fill that vacancy for

the remainder of the term. That nomination should be by notice in writing signed by an authorised representative of the nominating body and the nominee.

- (6) In the event that the affected nominating body has not named a person to fill the vacancy before the first meeting of Te Rūnanga Whaiti after the vacancy occurred, Te Rūnanga Whaiti will write to that nominating body asking them to nominate someone to fill the vacancy within 30 days.
- (7) Any replacement member of Te Rūnanga Whaiti nominated under Regulation 6 (5) above shall retire at the next Annual General Meeting but shall be eligible to be re-nominated at that meeting.
- (8) Where a member of Te Rūnanga Whaiti is temporarily unable to fully perform their duties and obligations as a member of Te Rūnanga Whaiti, a meeting of Te Rūnanga Whaiti may, upon a written request from the affected nominating body, consent on such terms as it may consider appropriate, to another person taking the members place for the period of his or her disposition.

7 Co-opted Membership

- (1) R 4(6) of the Rules of Te Rūnanga permits up to 10 Co-opted Members of Te Rūnanga upon the nomination of a Founding Nominating Body to assist in the deliberations of Te Rūnanga at general meetings of Te Rūnanga over the ensuing year.
- (2) Te Rūnanga Whaiti will write to all Founding Nominating Bodies at least sixty (60) days before the Annual General Meeting asking whether or not they wish to nominate any person to be a Co-opted Member, and if so, providing particulars of that person’s work within the founding nominating bodies or other rōpu tikanga Māori in the rohe and the reasons for that person’s nomination.
- (3) Any nominations for Co-opted Members must be lodged with Te Rūnanga Whaiti at least thirty (30) days before the Annual General Meeting.
- (4) No nominations of co-opted members will be accepted from the floor of a meeting of Te Rūnanga.
- (5) Te Rūnanga Whaiti shall consider the work of each nominee with one or more of the nominating bodies or other rōpū tikanga Māori in the rohe and recommend no more than ten (10) of the nominations to the Annual General meeting for its consideration.
- (6) At the Annual General Meeting the chairperson shall read the names of those who have been nominated as co-opted members, shall refer to the equity provisions in

R4(8), and shall open the discussion on whether those nominated be confirmed as co-opted members.

(7) Co-opted members shall take office on the day following the Annual General Meeting at which they are confirmed.

8 Election of Tumuaki

(1) R 14 (2) of the Rules of Te Rūnanga requires the Tumuaki to be elected at the Annual General Meeting of Te Rūnanga. Te Rūnanga Whaiti will call for nominations for the position of Tumuaki at least sixty (60) days prior to the Annual General Meeting and all nominations must be lodged with Te Rūnanga Whaiti at least thirty (30) days before the Annual General Meeting.

(2) To be valid a nomination must be signed by the nominee and a minimum of two (2) current members of Te Rūnanga.

9 Representative for Tumuaki on Te Pae Tāhuhu

Where a candidate for the position of Tumuaki intends to nominate a representative to stand in his or her stead as Chairperson of Te Pae Tāhuhu, as provided for by Paragraph 4 (1) of the Resolution of Te Whakahoutanga dated 16th July 2011 establishing Te Pae Tāhuhu as a sub-committee of Te Rūnanga Whaiti, then the name and signature of the proposed representative must also be included on the nomination form and that information shall be disclosed to the Annual General Meeting prior to the election of the Tumuaki.

10 Election of Tumuaki Tuarua

Each year at the first meeting of Te Rūnanga Whaiti following the Annual General Meeting Te Rūnanga Whaiti shall elect one of their members as Tumuaki Tuarua to undertake such duties as the Tumuaki may delegate to the Tumuaki Tuarua and subject to R 14 and R 19 (1) of the Rules of Te Rūnanga, to act on behalf of the Tumuaki, exercising all such powers and authority as the Tumuaki possesses, where the Tumuaki is absent or is unable to act.

Resolution proposed for Te Whakahoutanga

That in its Report to the next Annual General Meeting of Te Rūnanga, Te Whakahoutanga proposes the enactment of a regulations in the form now tabled as the Rōpu Kaumātua Regulations; and that if enacted, that the same be printed with the Constitution in the Induction Manual.

Explanation

Rule 33 provides:

“This copy of the Rules is considered by Te Whakahoutanga as the authoritative Rules of the Runanga as at September 2010 having regard to the findings in Ngati Kikopiri v Runanga o Raukawa, High Court, Palmerston North CIV-2005-454-409”

“The Rūnanga may from time to time by resolution in general meeting make amend or rescind regulations not inconsistent with these Rules governing procedure at its meeting, the business of the Rūnanga, and publication (if any) of its own reports thereof and in the press”.

The suggestion is that our report to the AGM contains a recommendation that Te Rūnanga promulgates Regulations as described above.

Rōpū Kaumātua Regulations 2011/2

THE RŌPŪ KAUMĀTUA REGULATIONS 2011

Recitals

These regulations are made pursuant to Rule 33 of the Rules of Te Rūnanga o Raukawa Incorporated by resolution of the Annual General Meeting of Te Rūnanga o Raukawa Incorporated at Poupatate Marae on the 27th day of August 2011

1 Title

These Regulations are the Rōpū Kaumātua Regulations 2011.

2 Commencement

These Regulations come into force on the day following the 2011 Annual General Meeting of Te Rūnanga.

3 Purpose

This regulation is to provide a process for the establishment, administration and functioning of the Rōpū Kaumātua as provided for by R 24.

4 Establishment and Meeting

- (1) Annually following the Annual General Meeting, Te Rūnanga Whaiti will invite all nominating bodies to provide Te Rūnanga Whaiti with the names, addresses and telephone numbers of all their kaumātua who are available and interested in participating in the Rōpū Kaumātua.
- (2) The Rōpū Kaumātua will meet annually during Matariki and at such other times as it may determine to consider such matters as it shall consider fit.
- (3) Te Rūnanga will provide a budget for secretarial and administrative support of the Rōpū Kaumātua and engage a Kaituarā to co-ordinate and administer the activities of the Rōpū Kaumātua.
- (4) At its initial meeting the Rōpū Kaumātua will elect a Chairperson who shall remain Chairperson until the Rōpū Kaumātua decides otherwise.
- (5) The Chairperson will chair meetings of the Rōpū Kaumātua; act as spokesperson for the Rōpū Kaumātua; and liaise with the Kaituarā to coordinate the activities of the Rōpū Kaumātua.
- (6) In addition to the annual meeting during Matariki, the Kaituarā shall organise a meeting of the Rōpū Kaumātua if the Chairperson of the Rōpū Kaumātua and a minimum of ten (10) other kuia or koroua representing a minimum of five (5) hapū ask for a meeting to be called. Notice for such a meeting, setting out the time and place of the proposed meeting together with the principal business to be discussed, should be given as soon as is practicable, taking into consideration the urgency with which decisions on the proposed business of that meeting need to be made.

5 Role and Functions

- (1) At its meetings the Rōpū Kaumātua may consider any matters of the members’ choice which, without limiting the generality of the matters which may be considered, may include:
 - a. The progress of Ngāti Raukawa as an iwi;
 - b. The governance performance of Te Rūnanga Whaiti;
 - c. The performance of Te Rūnanga as both a service provider and an agent of hapū and iwi development;
 - d. The status of te reo o Raukawa me ōna tikanga.
 - e. Matters that Te Rūnanga Whaiti may refer to the Rōpū Kaumātua for their guidance.
 - f. Matters relating to the performance or proposals of any other Raukawa institution or organisation in the rohe and if the Rōpū Kaumātua so decides, to convey its views to that body.
- (2) The Rōpū Kaumātua may make recommendations to Te Rūnanga Whaiti and/or Te Rūnanga; while those recommendations will be non-binding on those bodies what the Rōpū Kaumātua has to say should be allowed to penetrate the collective mind and emotions of Te Rūnanga Whaiti and/or Te Rūnanga as the case may be in coming to decisions.
- (3) Te Rūnanga Whaiti may invite members of the Rōpū Kaumātua to attend meetings of Te Rūnanga Whaiti either generally or for specified purposes on specified occasions.

Dispute Resolution Regulations 2011/3

DISPUTE RESOLUTION REGULATIONS 2011

Recitals

These regulations are made pursuant to Rule 33 of the Rules of Te Rūnanga o Raukawa Incorporated by resolution of the Annual General Meeting of Te Rūnanga o Raukawa Incorporated at Poupatate Marae on the 27th day of August 2011

1 Title

These Regulations are the Dispute Resolution Regulations 2011.

2 Commencement

These Regulations come into force on a date to be fixed by Te Rūnanga Whaiti following the appointment of a Kai Rongomau as provided for below.

3 Interpretation In this regulation:

Iwi means a collection of hapu and also means Ngati Raukawa as a nation, or as a people, as the context requires.

Kairongomau means “peacemaker”.

Ngā kaupapa i tuku iho ā ngā tūpuna means those values passed down from ancestors which typify the unique characteristics of Raukawa culture.

Ngāti Raukawa means Ngāti Raukawa of Horowhenua – Manawatu, also known as Ngāti Raukawa te Au ki te Tonga and includes the nominating bodies in the constitution of Te Rūnanga o Raukawa.

Rangatiratanga means self-determination.

Tikanga means practices and also means legal norms, or courses of action that are seen as straight, correct or true.

4 Purpose

This regulation is to assist the conduct of the business of Te Rūnanga by the appointment of a Kairongomau to manage the resolution of disputes and complaints by the processes set out in this regulation.

5 Tikanga

(1) The Kairongomau will promote the resolution of disputes and complaints according to ngā kaupapa i tuku iho ā ngā tūpuna adopted by Te Rūnanga o

Raukawa for the survival of the iwi and in particular in this instance, the kaupapa of *whanaungatanga*, to engage with each other and with others to develop and nurture meaningful relationships that will foster the core objectives of Te Rūnanga, and the kaupapa of *kotahitanga*, to recognise and value the contribution that all persons and communities have in developing the iwi.

- (2) In the context of dispute resolution, the tikanga by which these kaupapa are pursued is to respect and enhance in all things the mana of others, their whānau and hapū, and to recognise the rangatiratanga inherent in all persons.

6 Appointment of Kairongomau

- (1) Te Rūnanga Whaiti, acting on the advice of leaders of the Rōpu Kaumātua with relevant experience, shall appoint a Kairongomau to manage disputes arising from the activities of Te Rūnanga.
- (2) The Kairongomau should be knowledgeable in Raukawa tikanga, the vision and philosophy of Te Rūnanga and the requirements of natural justice.
- (3) The Kairongomau may be a member of the Rōpu Kaumātua or of Te Rūnanga but shall not be a member of Te Rūnanga Whaiti, or of the staff.
- (4) The terms and conditions of appointment shall be determined by Te Rūnanga Whaiti.

7 Functions of Kairongomau

- (1) The functions of the Kairongomau are:
 - a) To receive complaints relating to the business of Te Rūnanga from members of Ngāti Raukawa either directly or indirectly by reference from Te Rūnanga, the Rōpu Kaumātua, Te Rūnanga Whaiti, a subcommittee of Te Rūnanga Whaiti or the General Manager.
 - b) To consider and arrange for the management of that complaint by one or more of the following means, according to the circumstances of the case and the wishes of those affected:
 - i. Reference to a tikanga-based group-therapy to be formed by the Kairongomau, the parties and their respective whānau
 - ii. Reference to an appropriately skilled person to investigate the complaint and report thereon to Te Rūnanga Whaiti, Te Pae Tāhuhu or the General-Manager with a recommendation as to the appropriate course of action

iii. Reference to a mediator proposed by the Kairongomau iv.

Reference to an arbitrator proposed by the Kairongomau

v. Reference to such other process as the parties may agree and the Kairongomau approve.

c) Notwithstanding anything in clause 7(1)(a) above

i. The complaint may be made by the complainant on the complainant’s own behalf or on behalf of any group of which that complainant is a member; and

ii. The Kairongomau may receive complaints from staff provided the relevant Rūnanga policies and protocols in relation to complaints and grievances are observed and the General Manager is advised in writing by the staff member before the complaint and or grievance is brought to the attention of the Kairongomau.

8 Powers of Kairongomau

(1) The Kairongomau or a person appointed by the Kairongomau shall have access to all Rūnanga records that the Kairongomau deems relevant to the complaint.

(2) The Kairongomau shall have the power to:

- a) require the General Manager, or Te Rūnanga Whaiti or any sub-committee of Te Rūnanga Whaiti to provide a report on the process and reason for any decision made by that party;
- b) conduct inquiries, or act as mediator or arbitrator in any dispute;
- c) engage others with specialist knowledge or expertise in the relevant domain to assist with the same powers;

9 Substitution of Kairongomau

If for any reason the Kairongomau is unable to act on any complaint or dispute then Te Rūnanga Whaiti may appoint an Alternate Kairongomau to stand in his or her stead. Any Alternate Kairongomau so appointed by Te Rūnanga Whaiti shall have all the powers and authority of the Kairongomau to hear and consider any dispute or complaint referred to him or her.

TE WHAKAHOUTANGA

Resolution establishing Te Pae Tāhuhu (Executive Board)

as a subcommittee of Te Rūnanga Whaiti.

Recitals

WHEREAS R 23(1) of the Rules of Te Rūnanga o Raukawa Incorporated (“the Rūnanga”) enables Te Rūnanga Whaiti at any time and from time to time within such limits as it may prescribe to delegate all or any of its powers to a subcommittee, members of which shall include members of Te Rūnanga Whaiti, provided that the exercise of such powers by any such delegation shall be reported to Te Rūnanga Whaiti at its next succeeding meeting;

AND WHEREAS by resolution on 5 August 2010 affirmed by a resolution of a Special General Meeting on 15 August 2010, Te Rūnanga Whaiti delegated all of its powers to this subcommittee, Te Whakahoutanga, for a term not exceeding 12 months;

AND WHEREAS Te Whakahoutanga, in consultation with members of Te Rūnanga Whaiti, has canvassed the hapu and iwi of the rohe of the Rūnanga on the optimum structure for the management of the service contracts of the Rūnanga and there has been significant support for the appointment of an Executive Board to undertake that task;

AND WHEREAS Te Whakahoutanga and members of Te Rūnanga Whaiti have agreed on the persons and terms for appointment to such a Board;

Constitution and Appointment

NOW THEREFORE Te Whakahoutanga resolves as follows:

Pursuant to Rule 23 Te Pae Tāhuhu is hereby established as a sub-committee of Te Rūnanga Whaiti being a subcommittee comprised of the Tumuaki (or representative as provided for below) and four ordinary members, the initial ordinary members being:

Larry Parr
Alma Winiata-Kenny
Kelly Bevan
Ngaire Gallagher

the subcommittee to take office with effect from the 29th July 2011 on the following terms of reference:

Terms of reference

1. Purpose

The purpose of Te Pae Tāhuhu is to serve as an Executive Board to provide strategic oversight of the service contracts undertaken by the Rūnanga and in relation to such other matters of business as Te Rūnanga Whaiti shall resolve to refer to them.

2. Tumuaki to be a member and to chair

The Tumuaki, or a representative as provided for in clause 4, shall be a member of Te Pae Tāhuhu and shall serve as chairperson

3. Deputy chair

The ordinary members will elect one of their number as Deputy Chair to act as chair where the Tumuaki or representative is absent or unavailable.

4. Representative for the Tumuaki

(1) Where the Tumuaki, while a candidate for that position at the preceding Annual General Meeting, has disclosed to the Meeting, prior to the Tumuaki election, an intention to appoint a person as his or her representative on Te Pae Tāhuhu in the event of his or her election, then that person shall be a member and chairperson of Te Pae Tāhuhu as the representative of the Tumuaki.

(2) The purpose of clause 4(1) is to enable persons to seek election to the office of Tumuaki notwithstanding a primary commitment to work areas other than those of managing the service contracts, by proposing appropriately skilled representatives to serve for them on Te Pae Tāhuhu.

(3) The representative for the Tumuaki need not be a member of the Rūnanga.

- (4) Notwithstanding the appointment of a representative the Tumuaki shall be entitled to attend all meetings of Te Pae Tāhuhu with the right to speak but not to vote.

5. Ordinary members, rotation and appointment by Te Rūnanga Whaiti

- (1) Of the ordinary members appointed by this resolution one shall be bound to retire after one year, one after two years, one after three years and one after four years as determined by them by choice or by lot.
- (2) For the purpose of the last clause a “year” shall be from one annual general meeting to the next.
- (3) Upon compulsory retirement an ordinary member shall be entitled to reappointment.
- (4) All appointments of ordinary members following the present resolution shall be made by Te Rūnanga Whaiti on the basis of maintaining a complement of four, at least one of whom will be a member of Te Rūnanga Whaiti, and to the extent practicable, on terms consistent with a rotation where one such member retires each year.

6. Meetings

- (1) Te Pae Tāhuhu shall meet as and when required and in person or by telephone or similar means as the members may determine.
- (2) Subject to clause 6(4) below, at least three days notice is to be communicated to members of all meetings, and of the general business to be transacted.
- (3) Subject to clause 6(4) below, the quorum for meetings shall be three members.
- (4) Where the chairperson declares a matter to be urgent, the chairperson may set a lesser standard of notice and quorum for the management of that matter provided all relevant particulars are disclosed to the next meeting.
- (5) Consensus decisions will be sought wherever practicable and the chair will not have a casting vote.

- (6) Minutes of all meetings will be kept and shall, unless there is a compelling reason otherwise, be available on request to any member of Te Rūnanga Whaiti.

7. Powers and general responsibilities

- (1) Te Pae Tāhuhu shall have all such powers as are necessary to fulfil the purpose for which they have been constituted.
- (2) In the pursuit of those purposes and in the exercise of those powers particular regard shall be had to:
 - (a) instilling good governance practices within the Rūnanga by their own example;
 - (b) maintaining the vision, kaupapa and tikanga which underscores the current Rūnanga strategic-business plan.

8. Particular responsibilities

- (1) Te Pae Tāhuhu:
 - (a) will report to the next succeeding meeting of Te Rūnanga Whaiti following its establishment, as required by R23(1) of the Rūnanga Constitution, and will thereafter report to Te Rūnanga Whaiti at least quarterly, both financially and in terms of delivery of services and programmes. A representative of Te Pae Tāhuhu will attend to speak to that report and answer questions;
 - (b) will report similarly to the Annual General Meeting of the Rūnanga;
 - (c) will prepare and use for reporting, a matrix of the kaupapa and tikanga (with targets) in ways reflected in the Strategic-Business plan of the Rūnanga;
 - (d) will appoint a General Manager who shall be responsible to Te Pae Tāhuhu for the efficient and effective administration of the day to day operations of the Rūnanga and will determine the terms and conditions of his or her employment including remuneration and performance measures.

- (e) provide guidance to the General Manager in developing the Strategic-Business Plan and the Annual Budget for Te Rūnanga Whaiti including guidance on budgetary provisions for secretarial and administrative support to Te Pae Tāhuhu and reimbursement of members’ expenses. Once approved, the Strategic-Business Plan and Budget shall become a part of the delegation to Te Pae Tāhuhu;
- (f) ensure effective organisational planning;
- (g) ensure that there are adequate resources and that those resources are effectively and efficiently managed;
- (h) determine and monitor the products, services and business programmes provided by the Rūnanga;
- (i) provide fiscally responsible guidelines and policies in respect of the matters within its purview;

9. Amendments to terms of reference

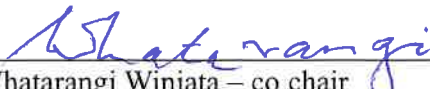
Te Pae Tāhuhu may propose to Te Rūnanga Whaiti amendments to the present terms of reference

"This copy of the Rules is considered by Te Whakahoutanga as the authoritative Rules of the Runanga as at September 2010 having regard to the findings in Ngati Kikopiri v Runanga o Raukawa, High Court, Palmerston North CIV-2005-454-409"


10. Resolution

And it is further resolved that this resolution be printed with the Constitutional documents in the Induction Manual.

Resolved at Otaki this 16th day of July 2011



Whatarangi Winiata – co chair
for Te Whakahoutanga



Gabrielle Rikihana – co chair