

Te Komiti Whakauru Māori

POLICY: Terms of Reference
VERSION: Final
DATE IN FORCE: November 2024
PLANNED REVIEW: November 2026

1. Hei Whakamāori | Purpose

The purpose of Te Komiti Whakauru Māori (Te Komiti) is to provide governance leadership and support in Te Ao Māori technology that enables, guides and assists 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 members in total including any co-opted members. A minimum of one member of Te Komiti to have proficiency and fluency in te reo Māori and a minimum of one member to have digital technology expertise. All members identify as having the relevant skills in Te Aō Māori concepts including kaitiakitanga, manaakitanga and whanaungatanga to perform, participate and lead tikanga Māori in their Te Komiti duties.
- b. Te Komiti may decide to co-opt/appoint external independent advisors to Te Komiti should it wish, to ensure the appropriate skills are represented. The term of the advisor(s) will be agreed by Te Komiti and any associated budget implication will be considered and approved by Council. This to be done where-ever possible at the beginning of each new year.
- c. Te Komiti shall recommend to Council the appointment of the Chair and members of Te Komiti at its first ordinary meeting after the Annual General Meeting. These appointments are to be reviewed annually.
- d. Any member who ceases to be a Councillor ceases to be a member of Te Komiti.

3. Operating Principles

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

4. Meetings

- a. All meetings will be chaired by Chair or a delegate.
- b. A meeting quorum will be two members of Te Komiti.
- c. Where no consensus can be reached in Te Komiti the matter will be placed on the agenda for the following hui until resolved.
- d. 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.
- e. Te Komiti meeting dates for the year once agreed upon by TKWM are to be presented by Tumu Whakarae, Tumu Kaupapa Māori as appropriate after the Annual General Meeting.
- f. Council members who are not members of Te Komiti may attend any meeting either remotely or in person (except in the case of a conflict of interest, as determined by Te Komiti).
- g. The Chair and the Tumu Kaupapa Māori with notice to Te Tumu Whakarae shall agree to a meeting agenda. This agenda and any related papers to be organised and distributed under the supervision of Tumu Kaupapa Māori at least one week prior to the meeting to members of Te Komiti.
- h. Members who are unable to attend hui dates that are published one year in advance must notify the Hēkeretari as soon as possible.
- i. Te Komiti members can request from the Chair for leave of absence from Te Komiti duties for an extended period. If agreed this will form a recommendation to Council.

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, Tumu Kaupapa Māori to develop recommendations to help facilitate the completion of Ngā Pae and to strengthen the wider organisational strategy Rei Kura: Te-Tiriti-o-Waitangi honouring organisation.
- d. Maintain a general overview of Ipurangi Aotearoa's relationships with Te Ao Māori technology sector and monitor/help mitigate relational and reputational risks.
- e. Support the implementation of Ngā Pae, He Pouwhenua, He Pou Tangata strategy, and develop recommendations on alignment with strategic thinking.

6. Authority

- a. Te Komiti Whakauru Māori is the Māori strategic governance committee for Internet NZ council. It functions as the Māori advisory to Council and unless explicitly empowered by the Council, in line with current committee's guidelines 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. For the 2024/25 period Te Komiti will choose its own Chair. This is a Council led initiative as part of the early steps towards implementing the Te Tiriti centric organisation strategy.
- c. Please see the [Governance Charter](#) for further guidance on Committees Page 11.

7. Reporting

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

8. Review

- a. Review of the Terms of Reference is to be done annually prior to the Annual General Meeting. Any recommendations and any updates to be tabled as soon as is possible for Council to consider at its subsequent meeting.
- b. A Kaupapa Māori review of Te Komiti completed work annually prior to the Annual General Meeting to be undertaken. This to recommend updates to Te Tiriti centred organisational work as/if required for Council to consider at its subsequent meeting.