



Te Kawa o Te Kāhui Kaumātua Kaumātua Council Terms of Reference	Version	2.0
	Issue Date	15 August 2025
	For Review	15 August 2027
	Approved	
	Signature	

## 1. PURPOSE

- 1.1 The Kāhui Kaumātua is established in accordance with Clause 7 of the Trust Deed to provide cultural and spiritual leadership to the Trust. The Kāhui Kaumātua supports the hapū by upholding tikanga, kawa, and mātauranga Māori, and guiding the Trust to act in alignment with the values, aspirations, and traditions of Ngāti Hinemanu, Ngāi Te Upokoiri, Ngāti Honomōkai and Ngāti Mahuika.
- 1.2 The Kāhui Kaumātua also holds the responsibility to:
  - 1.2.1 Appoint one representative to serve as a Trustee on the Hapū Authority Trust. Said representative must be a registered member of the Trust.
  - 1.2.2 Provide cultural oversight and guidance on matters affecting the Trust.

## 2. RESPONSIBILITIES

The Kāhui Kaumātua shall:

- 2.1 Provide cultural and tikanga advice to the Board of Trustees as needed.
- 2.2 Appoint one Kaumātua representative to the Trust in accordance with the Trust Deed (Clause 7.2). The representative must be a registered member of the Trust.
- 2.3 Support the Trust's operations, decisions, and activities respect and reflect hapū tikanga and values.
- 2.4 Support the Trust in matters of dispute resolution, particularly where tikanga is relevant.
- 2.5 Demonstrate and support hapū tikanga, te reo Māori, and intergenerational knowledge.

## 3. MEMBERSHIP

- 3.1 Membership of the Kāhui Kaumātua shall be open to kaumātua and kuia of Ngāti Hinemanu, Ngāi Te Upokoiri, Ngāti Mahuika, and Honomōkai who are registered members of the Trust.
- 3.2 Kaumātua should be widely recognised as elders with knowledge, experience, and whakapapa links to the Hapū.
- 3.3 The Kāhui shall determine its own internal tikanga and processes, including how its meetings are run and how its representative is appointed.

#### **4 APPOINTMENT OF TRUSTEE REPRESENTATIVE**

In accordance with Clause 7 and Schedule One of the Trust Deed, the Kāhui Kaumātua shall:

- 4.1 The Kāhui Kaumātua will hold a hui to nominate and appoint their trustee representative. Before confirming their appointment, the Pōkai will seek guidance from the Trust Board about any skills or experience that might be missing around the table.
- 4.2 Ensure the appointee meets eligibility criteria of the Trust Deed and is a registered member of the Trust.
- 4.3 Record and notify the outcome of the appointment to the Trustees for confirmation.
- 4.4 Where required, use a consensus process or secret ballot to determine the appointment.

#### **5 TERM OF APPOINTMENT**

- 5.1 The Kāhui Kaumātua Trustee representative shall serve a term of three years.
- 5.2 If the position becomes vacant before the end of the term, the Kāhui Kaumātua shall reconvene to appoint a replacement.

#### **6 TIKANGA AND DECISION-MAKING**

- 6.1 The Kāhui Kaumātua will adopt tikanga-based decision-making processes, including consensus or whakapapa-based deliberation.
- 6.2 Hui shall be conducted in accordance with tikanga and kawa appropriate to Hapū and marae settings.

#### **7 REVIEW**

- 7.1 These Terms of Reference shall be reviewed two-yearly by the full Board of Trustees with input from members of the Kāhui Kaumātua to ensure they remain relevant, appropriate, and aligned with the Trust Deed and the aspirations of the Hapū.
- 7.2 The review process shall include hui with the Kāhui Kaumātua to discuss any proposed amendments or updates.
- 7.3 Any recommended changes shall be presented to the Board of Trustees for endorsement.
- 7.4 The Trust shall maintain a record of all amendments and the dates on which reviews occur.

#### **8 KEY ATTRIBUTES AND EXPERIENCE FOR KĀHUI KAUMĀTUA MEMBERS**

- 8.1 These key attributes and experiences serve as a guiding framework rather than fixed criteria, acknowledging the diverse strengths and lived experiences of kaumātua and kuia across the hapū.
- 8.2 The intention is to ensure the Kāhui Kaumātua, as a collective, holds the depth of knowledge, wisdom, and cultural integrity needed to provide effective guidance and leadership. Maintaining a balance of these attributes helps the Kāhui uphold its responsibilities, support intergenerational succession, and ensure that the Trust remains grounded in kaupapa tuku iho and the tikanga of our people.
  - 8.2.1 Whakapapa Affiliation
    - Recognised as uri of Ngāti Hinemanu, Ngāi Te Upokoiri, Ngāti Mahuika or Honomōkai.

- Deep knowledge of their own whānau, hapū, and marae connections.
- 8.2.2 Tikanga and Kawa Expertise
- Strong understanding and practice of hapū tikanga, kawa, and mātauranga Māori.
  - Able to provide guidance on traditional practices and cultural protocols.
- 8.2.3 Respect and Standing within the Hapū
- Widely acknowledged as a kaumātua or kuia by whānau and marae communities.
  - Trusted to speak and act on behalf of the people.
- 8.2.4 Intergenerational Leadership
- Demonstrated commitment to whānau, hapū, and intergenerational wellbeing.
- 8.2.5 Communication and Problem-Solving Skills
- Skilled in leading kōrero, resolving conflict, and maintaining unity among diverse views.
  - Able to articulate kaupapa clearly and respectfully.
- 8.2.6 Upholding Tikanga in Contemporary Settings
- Able to bridge traditional knowledge with modern governance contexts.
  - Comfortable advising on kaupapa in both formal board settings and whānau hui.
- 8.2.7 Integrity and Wairua-Driven Leadership
- Guided by humility, aroha, and a sense of spiritual and cultural responsibility.
  - Demonstrates a commitment to service rather than self-interest.

## 9 KĀHUI SUPPORT AND RENUMERATION

- 9.1 The Trust will provide administrative support to help the Kāhui Kaumātua carry out its role. This includes organising hui, making sure the group has access to the right documents, and covering any reasonable costs related to meetings.
- 9.2 Kāhui Kaumātua members will not be paid for their time. Their role is seen as one of mana and service to the hapū.