

RESPONSIVENESS TO TANGATA WHENUA TOOLKIT

RESPONSIVENESS TO TANGATA WHENUA TOOLKIT

STATEMENT

In 2017, the members of Hauhake reviewed the Cultural Self Review Toolkit established in 2014. This was a tool to assist the 13 REAPs and REAPANZ to meet our commitment to Māori and the requirements of contracts. At the Hauhake Hui-a-Tau, held in the Far North, Hauhake members agreed to update the Cultural Self Review Toolkit and tasked Tairawhiti REAP to complete this work.

In 2016, REAP Managers, committed \$500 annually to support Hauhake aspirations, including the annual Hui-a-Tau. This was to ensure that each region could be assured of a readily available fund to host the Hui-a-Tau, which provides critical support for Māori in REAPs throughout the country, and is the only opportunity Māori in REAPs have to come together to discuss issues pertinent to them, and to gain kaupapa Māori based professional development specific to the needs of REAP.

Following on from the Hui-a-Tau, Tairawhiti REAP agreed to review the Cultural Self Review Toolkit, to ensure its relevance to 2017 and into the future. As it was agreed, by REAP Aotearoa that this process would be part of the newly introduced, annual Attestation.

REAP Aotearoa NZ 2020 Three-year Vision states that it will be a *Treaty-based organisation, articulating and practicing the principles of partnership, participation, and protection.* To align with this commitment, Hauhake have reviewed the Cultural Self Review Toolkit, and renamed it *Responsiveness to Tangata Whenua Toolkit*. It is hoped that through this process, clarity will be gained in regards to how best to serve Māori in our communities.

RESPONSIVENESS TO TANGATA WHENUA TOOLKIT

RESPONSIVENESS TO TANGATA WHENUA TOOLKIT

This toolkit contains the following sections:

1. Responsiveness to Tangata Whenua Checklist
2. Action Plan template

GLOSSARY

Iwi/Māori: refers to individual Māori and Iwi/Māori structures which may include whanau, hapū, and marae.

Tangata Whenua: refers to Māori who are the People of the Land generally in Aotearoa and also specifically to a region/iwi/hapū/marae

Mana Whenua: the grouping of tangata whenua who hold authority over the land, and ought to be the first point of call for advice on any cultural practices e.g powhiri, poroporoaki.

Hauhake: any Māori working with or for REAPs is able to be a member of Hauhake, including Governance, Management and Staff.

HAUHAKE CONTACTS

There may be several points of contact for Hauhake: Māori members of staff or the governing body who are Hauhake members Māori managers who are Hauhake members, and Hauhake elects one member to the REAP Aotearoa Board, who can be an appropriate first contact.

HOW TO USE THIS TOOLKIT

Each REAP is encouraged to have a free and frank discussion within their organisation, at all levels from Governance to Management, to staff, to help to answer the questions posed, and also to provide evidence. The Evidence column is just a list of what you are doing in regards to each section to fulfill your obligations to Tangata Whenua. Add more space as you see fit. As with most things, some REAPs will be stronger than others. This Toolkit is to assist REAPs in working effectively with Tangata Whenua both within and outside of your organisation, and also to assist Hauhake in knowing where best they can support your organisation. If there are areas where you are lacking, please say in your comments that this is an area where you'd like assistance from Hauhake.

“Ma pango, ma whero ka oti te mahi – working together we will succeed.”

RESPONSIVENESS TO TANGATA WHENUA TOOLKIT

1. How Responsive to Tangata Whenua is your Organisation?

Measures	Yes	No	Evidence/Comments
1. REAP and Hauhake Relationship			
a) Are Hauhake members supported in your REAP? How?			
b) Does your organisation have a budget line for Hauhake? If not, how do you ensure resource is provided to support Hauhake?			
c) Are all governors, managers, and employees informed about Hauhake during their respective induction?			
d) Is Hauhake a regular feature in your staff/Board meetings?			
2. Information Database			
a) Does your REAP gather data specifically about your Māori communities?			
b) Is this data, used to support funding applications from your organisation?			
c) Is this data, used to inform your Strategic, Annual, or Business plans?			
d) Is this data, shared? If so, with whom and how?			
e) Who owns the data? Hauhake or REAP generally?			
3. Policies & Procedures - Development and Implementation			
a) Do you have Policies and Procedures that allow your organisation to be responsive to the needs of Tangata Whenua/Māori in your communities? Please provide examples.			
b) Do you include how appropriate your Policies are to Tangata Whenua/Māori as part of your Policy Review cycle?			
c) Is Tikanga Māori observed daily in your organisation? How?			
d) When dealing with Conflict with Māori staff, is there provision in your Policies and Procedures to use tikanga Māori to resolve issues?			

RESPONSIVENESS TO TANGATA WHENUA TOOLKIT

Measures	Yes	No	Evidence/Comments
e) Is Te Reo Māori encouraged in your organisation? If so, how?			
f) Do you have a Koha Policy? What is your interpretation of koha? Do you have a formula you apply when giving koha?			
4. Planning & Development - Service Delivery			
a) The CORE contract with REAP Aotearoa has specific targets for Māori. Are you meeting these targets? How? If not, why not? How can Hauhake help you?			
b) Do you have any other contracts that require you to deliver specifically to Māori? Please provide examples.			
c) Do you believe that you are adequately resourced to be responsive to Tangata Whenua in your communities?			
Human Resources			
a) Is Te Tiriti o Waitangi included in your Strategic documents?			
b) Have any of your board members joined Hauhake? If not, why not? How can Hauhake help?			
c) Do you have Hauhake in management positions?			
d) Do you have Hauhake staff members? What positions do they hold?			
e) Are Tangata Whenua included in your recruitment and selection processes?			
f) Do you seek cultural advice from your Hauhake team members? Is this remunerated or recognized in any way?			
g) Does your organisation actively recruit Tangata Whenua for Governance/Management or Staff vacancies? How?			

RESPONSIVENESS TO TANGATA WHENUA TOOLKIT

Measures	Yes	No	Evidence/Comments
h) Do you support your staff who wish to pursue Professional Development in Te Reo, or working with Māori? What courses/programmes have your staff attended?			
5. Planning and Evaluation			
a) In annual planning, does your organisation ensure that the obligations to Māori as per funded contracts, are included?			
b) Are these obligations measured? If so, how?			
c) Can you give examples of how you know you are responsive to the needs of Tangata Whenua/Māori in your community?			
6. Communication			
a) Does your REAP actively communicate with Tangata Whenua/Māori? How?			
b) Does your REAP actively seek feedback from Māori stakeholders? If so, what do you do with that information?			

RESPONSIVENESS TO TANGATA WHENUA TOOLKIT

2. Action Plan Template

The following tables provide a template for individual REAP to report against each section contained in the *Responsiveness to Tangata Whenua Toolkit*. Choose **3 key areas** (number 1,2,3 in boxes) where your organisation needs to focus in improving its Responsiveness to Tangata Whenua. Please complete template and attach this to your *REAPANZ Attestation* document annually.

	REAP & Hauhake Relationship		Information Database		Policies & Procedures
	Planning & Development		Human Resources		Planning & Evaluation
	Communication				

	GOAL	ACTION	OUTCOME	TIMELINE	RESPONSIBILITY	BUDGET ASSIGNED
1						
2						
3						