Does your governance still support your kaupapa?

Information for kaupapa Māori charities, marae, hapū, iwi organisations and community groups about governance reviews.

Good governance helps your organisation stay true to its kaupapa, make decisions that support its people and plan for future generations.

All registered charities must review their governance procedures at least once every three years. This is an opportunity to reflect on whether the way you govern continues to support your kaupapa, tikanga and aspirations.

A review does not need to be complicated. It could take place through a hui, wānanga or board discussion, using questions like those in this resource.

He aha te arotake whakahaere? I What is a governance review?

Governance is how your rōpū makes decisions, manages resources and plans for the future, while staying true to its kaupapa, upholding tikanga and remaining accountable to its whānau and communities.

A governance review looks at whether your rules, policies and ways of working are still appropriate, help achieve your charitable purpose and meet your legal obligations.

For kaupapa Māori organisations, this may include considering how whānau participate in decision-making, whether governance practices reflect tikanga, and how the aspirations of whānau, hapū, iwi and future generations are supported.

He aha ngā painga? I Why review your governance?

Regular reviews can help your organisation:

- Keep its kaupapa at the centre of decision-making.
- Strengthen accountability to whānau, hapū, iwi and communities.
- Clarify roles and responsibilities.
- Identify risks and ways to strengthen how your organisation works.
- Prepare future leaders and support future generations.

Ngā pātai hei whakaaro I Questions to consider

Talk through these questions with your rōpū as part of your review.

Does our governance support our kaupapa?
Do our decisions and ways of working reflect our tikanga, values and charitable purpose?

Are our people involved and supported?
Are responsibilities clear, and do our decision-making processes reflect the people and communities we serve?

Are we planning for the future?
Are we preparing future leaders, managing risks and planning for the aspirations of future generations?

Are our foundations strong?
Do our governing document, policies and procedures reflect how we operate today and help us meet our legal obligations?

He arowhai tere I Quick governance reflection

Use this checklist as a starting point for your review.

- ☐ Our governance supports our kaupapa and charitable purpose.
- ☐ Our decision-making reflects our tikanga and values.
- ☐ Roles and responsibilities are clear.
- ☐ Our governing document and policies are up to date and fit for purpose.
- ☐ We consider risks, future priorities and leadership.
- ☐ Our governance helps us meet our legal obligations.

After discussing the questions above, use this checklist to summarise how your governance is working.

What happens next?

If your review identifies areas for improvement, agree on what needs to change and who will be responsible.

Keep a record of your review, including the date, key findings and any actions agreed.

You must confirm that you have completed your governance review through your charity's annual return or Update Details form.

Rapua he kōrero anō I Find out more

For guidance on governance reviews and a more detailed checklist, visit www.charities.govt.nz.

You can also explore our Te Ao Māori resources for guidance on governance in a Māori context.