

## INTRODUCTION

This information sheet has been prepared as a guide to assist potential candidates and other members interested in election issues with general information on the 2018 Trustee election. It should be used as a guide only, and should not be relied upon as absolute fact. It has been completed on a best endeavours basis. Candidates or other persons requiring more detailed information should contact the election helpline – 0800 666 928 or email [iro@electionz.com](mailto:iro@electionz.com) in the first instance.

## RETURNING OFFICER

The Returning Officer for this election is Anthony Morton. He can be contacted by ringing the election helpline 0800 666 047 during normal office hours or emailing [iro@electionz.com](mailto:iro@electionz.com).

## NOMINATION & ELECTION DETAILS

The Ngāti Pāhauwera Development Trust (the Trust) is the entity created to receive and manage the Treaty of Waitangi settlement redress on behalf of Ngāti Pāhauwera. The trust is governed by seven trustees. Under the terms of the trust deed three of those trustees must retire later this year. Those vacancies are **ordinary** vacancies and have a term of office of four years. Additionally there are also two **extraordinary** vacancies on the Trust that have a remaining term of office of two years. Nominations are now called to fill the five vacancies on the Trust. If an election is required, the three top polling candidates will fill the ordinary vacancies and the next two highest polling candidates will fill the extraordinary trustee vacancies. If 5 or less nominations are received, the terms of office will be determined by ballot by the Returning Officer.

Nominations must be made on the official nomination form and be received by the Returning Officer no later than 12 noon on Wednesday 1 August 2018. Delivery address details are included on the nomination form. (Note: the Returning Officer does not recommend submitting nomination forms by post. The preferred delivery method is to scan and email the completed nomination form to [nominations@electionz.com](mailto:nominations@electionz.com)).

In the event that more than three nominations are received an election will be held amongst registered adult members of the Trust by postal and internet voting.

## 2018 TRUSTEE ELECTION TIMETABLE

Relevant key dates are:

Nominations open	Thursday 12 July 2018
Nominations close	12 noon Wednesday 1 August 2018
If election required - dispatch of voting papers to registered beneficiaries	from Monday 20 August 2018
Postal and internet voting closes	12 noon Thursday 20 September 2018
Notify Public of Results	18 October 2018
Attend Trustee Induction	29 & 30 October 2018
AGM (elected members announced at meeting)	Sunday 18 November 2018

## TERM OF OFFICE

The Trust Deed requires that the Trustees can serve a term of office of no more than four years before facing re-election. The Trustees are subject to a rotation process. Under that requirement Toro Waaka, Tania Hodges and Chaans Tumataroa Clarke are the trustees subject to retirement at the 2018 AGM. Providing they satisfy the eligibility criteria, the retiring trustees can stand for re-election if they choose.

Richard Allen and Ngaire Culshaw were removed as trustees on 30.10.17 to create the two extraordinary vacancies and are not eligible for re-election.

## CANDIDATE ATTRIBUTES

Ideally, candidates will hold the following attributes:

- Committed to upholding the values of the organisation.
- Has the requisite knowledge, qualifications and skills to fulfil the Trustee role.
- Must abide by the Ngāti Pāhauwera Code of Conduct to be punctual, respectful, maintain confidentiality and diligent in fulfilling the Trustee duties.

Trustees are expected to attend Trustee meetings in the week and sometimes in the weekends to fulfil their Governance obligations. Estimate this to be 25 days per annum as a minimum i.e. 2 days per month

## ELIGIBILITY CRITERIA

### Restrictions on Trustees

Candidates for this election must sign the nomination form to declare that they:

- Accept the nomination,
- Are a registered adult member of Ngāti Pāhauwera,
- Are not currently bankrupt or insolvent,
- Have not been removed as a trustee per clause 10 of Schedule One of the trust deed,
- Have not been convicted of an indictable offence, or if so, that they list details of any such offences.

The trust deed list reasons for resignation or removal of trustees. These are listed on the nomination paper. Candidates should familiarise themselves with those provisions. Candidates will also be required to complete a Ministry of Justice - Request for Criminal Conviction History. An application form for that process will be emailed to applicants after their nomination has been confirmed as accepted.

## CANDIDATE PROFILE STATEMENTS

Candidates are encouraged to submit a brief candidate profile and recent photo with their completed nomination form. If an election is required, these are collated by the Returning Officer and forwarded to registered beneficiaries with the voting papers.

### Candidate Profile Statements

The Candidate Profile Statement must not exceed 250 words (The overall word limit will be strictly enforced).

- The profile must be plain black and white text, but special formatting (bold, italics, underlining, quote marks) is permitted.
- **Should** be submitted with the candidate's nomination paper, (preferably in electronic format i.e. as a Word document emailed to the Returning Officer and
- **Must** be confined to information concerning the candidate, their qualifications, skills, work/ governance experience and the candidate's policies and intentions if elected to the Trust; and
- **May** include a recent (i.e. less than one year old) head and shoulders photograph of the candidate only. Photos should preferably be in colour and submitted in an electronic format (scanned as an attachment by email), but hard copy photos will be accepted and scanned at 600 dpi by the Returning Officer. **(N.B. photos will not be returned to candidates).**

The trust will also make available video recording equipment to place up to a two minute candidate profile on the website and facebook.

## ELIGIBILITY TO VOTE

In the event an election is required, voting papers will be sent to all adult members of the Trust who have current contact details. To register or update contact details, applicants can complete a registration form, available from the Trust's website - [www.ngatipahauwera.co.nz](http://www.ngatipahauwera.co.nz) or from the Trust Office by phoning (06) 838 6869. Applicants not already enrolled and wishing to vote in the 2018 trustee election should complete the online registration process by 19 September 2018.

For assistance phone the  
Election Helpline **0800 666 928**

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