



Ngāti Rehua Ngatiwai ki Aotea Trust 2018 Trustee Election - Nomination Paper

A - CANDIDATE to fill out - after reading information sheet

I (full name):

consent to my nomination as a candidate for the Ngāti Rehua Ngatiwai ki Aotea Trust 2018 trustee election, nominations for which close at 5pm Monday 21 May 2018.

Address:

Home number:

Mobile number:

Email:

I submit with this nomination (*please tick appropriate circles*):

- Candidate profile statement (*no more than 200 words*).

- Recent photo of candidate only (*less than 1 year old*).

I confirm that:

- I am recorded on the Ngāti Rehua Ngatiwai ki Aotea Trust Register as an Adult Registered Beneficiary (aged 18 years and over).
- I am aware of my responsibilities and obligations as a Trustee under the *Trustee Skills and Duties* section of the candidate information sheet.
- I consent to my candidate profile statement and photograph being made available to members of Ngāti Rehua Ngatiwai ki Aotea Trust for election purposes.

I wish my name to be shown on the voting paper as (*Surname first, ie CITIZEN Joe - commonly known name or abbreviated name*):

Signature:

Date:

B - NOMINATOR to fill out

I the undersigned nominator hereby nominate the following person with his/her consent as a trustee candidate for Ngāti Rehua Ngatiwai ki Aotea Trust:

Nominator full name:

Address:

Home number:

Mobile number:

Email:

I confirm that:

- I am recorded on the Ngāti Rehua Ngatiwai ki Aotea Trust Register as an Adult Registered Beneficiary (aged 18 years and over).

Signature:

Date:

Each nomination paper must be in the hands of the Returning Officer by: 5pm Monday 21 May 2018.

Completed nomination forms can be sent to the Trust by scanning and emailing to anna.mccarty@tetumupaeroa.co.nz
Only use the post to return the completed nomination forms by making prior arrangements with the Trust on **04 474 4661**.



Ngāti Rehua Ngatiwai ki Aotea Trust 2018 Trustee Election - Candidate Information Sheet

Returning Officer

The Ngāti Rehua Ngatiwai ki Aotea Trust will be using an independent returning officer to conduct the trustee elections.

The role of the returning officer is to conduct the election in accordance with the requirements of the Trust and at the direction of the Independent Trustee, as well as in accordance with standard election management practices.

Warwick Lampp from *electionz.com* has been appointed as the Returning Officer.

The company has considerable experience in conducting elections throughout the country and overseas, including for many Māori organisations.

They have conducted trustee elections for a number of iwi entities for a number of years.

2018 Trustee Election Process

The process and timeline for the Ngāti Rehua Ngatiwai ki Aotea Trust election is set out below. It should be noted that a postal vote will be conducted to ensure that all registered Ngāti Rehua uri have the opportunity to participate in the upcoming Trustee election.

Call for nominations	<ul style="list-style-type: none">Monday 30 April 20183 Week Nomination PeriodAdvertised in Newspaper, website and facebook
Nominations Close	<ul style="list-style-type: none">5pm, Monday 21 May 2018
Nominations Published	<ul style="list-style-type: none">Website and Facebook page
Voting Packs Mailed	<ul style="list-style-type: none">Friday 1 June 20184 week voting period
Voting Closes	<ul style="list-style-type: none">5pm, Thursday 28 June 2018
AGM	<ul style="list-style-type: none">Saturday 30 June 2018Election Result Announced

2018 Trustee Election

The 2018 trustee election is for five (5) positions which are for a two (2) year term. The term of office for the position commences following the announcement of the election result at the Annual General Meeting of the Ngāti Rehua Ngatiwai ki Aotea Trust on Saturday 30 June 2018.

Closing Date for Nominations

Fully completed nomination forms should be sent to the Ngāti Rehua Ngatiwai ki Aotea Trust, c/o Māori Trustee, PO Box 5038, Wellington 6140 or by email to anna.mccarty@tetumupaeroa.co.nz by 5pm Monday 21 May 2018.

Nominations received after this date will not be accepted.

Nomination Form

Please read the attached form carefully and ensure all requested information is provided. Failure to supply all requested information will result in the nomination being declared invalid.

Candidates must, as at the closing date for nominations, be recorded in the Ngāti Rehua Ngatiwai ki Aotea Trust Register as an Adult Registered Beneficiary (aged 18 years and over) of the Ngāti Rehua Ngatiwai ki Aotea Trust.

An Adult Registered Beneficiary of Ngāti Rehua must support the nomination of a candidate on the nomination form. The consent of each candidate to his or her nomination must be endorsed on the nomination form.

The candidate must also provide a candidate profile of no more than 200 words and may also provide an electronic photograph.

No Election Rule

In the event that the total number of nominations of Trustees is equal to the total number of vacancies (5), no election shall be necessary and those persons nominated shall be deemed to have been duly appointed.

Should no election be necessary the name of the appointed Trustees will be published on the Ngāti Rehua Ngatiwai ki Aotea Trust Website and Facebook Page.

Announcement of Confirmed Candidates and Election

A list of confirmed candidates will be published on the Ngāti Rehua Ngatiwai ki Aotea Trust Website and Facebook Page. Notice will also be provided to those beneficiaries who have provided email addresses.

Voting

In the event that an election is required a vote will be conducted.

Who Can Vote?

- All registered adult beneficiaries (18 years and over) and those turning 18 during the voting period.
- If not registered, you can cast a special vote but you must complete the official Ngāti Rehua Ngatiwai ki Aotea Trust Registration Form.

Ways to Vote:

- Voting paper received via post – you can send it back via post.
- Online at www.ngatirehua.com (you still need your access code on your voting form).

Who Runs the Vote?

- Run by independent company – *electionz.com*
- Free phone 0800 666 046
- +64 3 377-3530 (Overseas)

New Registrations

The Trust also invites anyone who has not already registered, aged 18 years and over and with the appropriate whakapapa, to apply to be included on the Trust's beneficiary register.

Please note that new beneficiaries must complete the official Ngāti Rehua Ngatiwai ki Aotea Trust Registration Form fully to ensure that the Trust has sufficient information to validate membership. This must include whakapapa identifying connection to Rehua, Ranginui and Te Awe.

Incomplete registration forms will be deemed invalid.

All new registrations forms should be sent to *electionz.com*: nrr@electionz.com

Trustee Skills and Duties

Authority/Responsibility:

The Board of Trustees is the legal authority for Ngāti Rehua Ngatiwai ki Aotea Trust.

As a member of the Board, a Trustee acts in a position of trust for and is responsible for the effective governance of the Trust.

Experience/Skills:

Knowledge and skills in one or more areas of Board governance: policy, finance, communications, commercial/investment and/or legal/personnel combined with an understanding of and commitment to Ngāti Rehuatanga. Previous governance or business experience is highly recommended.

Term:

Trustees are elected by the membership and serve for a two (2) year term.

Requirements:

- Commitment to the work of the organisation
- Knowledge and skills in one or more areas of Board governance: policy, finance, communications, commercial/investment and/or legal/personnel combined with an understanding and commitment to Ngāti Rehuatanga. Previous governance or business experience is highly recommended.
- Willingness to serve on Board committees and actively participate
- Attendance at Board meetings
- A commitment of 8-10 hours per month, (includes Board preparation, meeting and committee meeting time)
- Attendance at Annual General Meeting
- Be informed of the services provided by Ngāti Rehua Ngatiwai ki Aotea Trust and publicly support them
- Prepare for and participate in the discussions and the deliberations of the Board
- Be aware of and abstain from any conflict of interest

Major Duties:

- Governing the Ngāti Rehua Ngatiwai ki Aotea Trust by the policies developed by the Board
- Establish overall long and short term goals, objectives and priorities for Ngāti Rehua Ngatiwai ki Aotea Trust in meeting the needs of Ngāti Rehua
- Recommend policy to the Board
- Promote Ngāti Rehua Ngatiwai ki Aotea Trust and Ngāti Rehua through community
- networking, etc.
- Being accountable to beneficiaries for any services provided and funds expended
- Monitor and evaluate the effectiveness of Ngāti Rehua Ngatiwai ki Aotea Trust through a regular review of programs and services
- Adherence to and implementation of the Trust Deed
- Prepare for and participate in the discussions and the deliberations of the Board
- To foster a positive working relationship with other Board members, Ngāti Rehua Ngatiwai ki Aotea Trust, Ngāti Rehua beneficiaries and external stakeholders
- Be aware of and abstain from any conflict of interest

Preferred Trustee Competencies:

The following list of preferred competencies identifies the level of competency we are ideally seeking in a Trustee of Ngāti Rehua Ngatiwai ki Aotea Trust.

A. MATTERS OF NGĀTI REHUA TIKANGA AND TĒ RĒO MĀORI

Potential Trustees should have a commitment to Ngāti Rehua tikanga and Tē Rēo Māori.

B. BUSINESS SKILLS

Potential Trustees should have a successful and a proven business record and should understand the reality and complexity of Iwi business.

C. LEADERSHIP

Potential Trustees must demonstrate leadership skills, leadership in directing the organisation and leadership to stakeholders within the region and nationally.

D. STRATEGIC THINKER

Potential Trustees must have the ability to think strategically and consider the wider perspective of issues. They must be able to distinguish between governance and operational matters.

E. COMMITMENT TO EXCELLENCE

Potential Trustees must have a commitment to excellence, both personally and for Ngati Rehua as a whole.

F. DECISION MAKING

Potential Trustees must be able to comprehend and distil issues, determine appropriate information and have courage to take effective decisions, even if unpopular decisions.

Personal Attributes:

A. PROFILE

Potential Trustees should have a well-regarded profile, particularly in the Ngāti Rehua community.

B. COMMITMENT AND ADDING VALUE

Potential Trustees must be committed to the development of Ngāti Rehua and be able to commit the time and effort required to carry out their role as a Trustee of the Board effectively. A Trustee should strive to add value to the organisation in terms of strategic direction and through its decision-making process.

C. DECISION-MAKING

Potential Trustees must have the ability to consider and make decisions which benefit the Trust and Ngāti Rehua. They must demonstrate good judgement, common-sense and independence of thought, allowing for a wide perspective on issues.

D. HONESTY AND INTEGRITY

Potential Trustees must be able to demonstrate honesty and integrity at all times.

E. INTERPERSONAL AND COMMUNICATION SKILLS

Potential Trustees must have good interpersonal skills, including the ability to interact and communicate with people from a wide variety of backgrounds and on a wide range of issues which include, but are not exclusive to, Ngāti Rehua development, treaty issues, fishing industry and fisheries management, land development, local government policies, national government policies, and sustainability issues.

F. ORGANISATIONAL AWARENESS

Potential Trustees must have knowledge of Ngāti Rehua Ngatiwai ki Aotea Trust, its structure and the issues which are important to Ngati Rehua.