



# Information Sheet for Nomination of Candidates

## 2019 Te Runanganui o Ngati Porou Election

Completed nomination forms must be in the hands of the Chief Returning Officer by:  
**5.00pm on Wednesday 14 August 2019**

### Nomination Dates

Nominations have been called for the 14 director positions on the board of Te Runanganui o Ngati Porou Trustee Limited (TRONPnui).

**Nominations open on WEDNESDAY 17 JULY 2019 and close at 5:00PM ON WEDNESDAY 14 AUGUST 2019.**

### Candidate Eligibility

An eligible candidate must:

- be at least 18 years of age;
- be registered on the Ngati Porou Register with a Rohenga Tipuna as at the closing date for nominations (14 August 2019);
- be nominated by 5 adult members who are registered in the same Rohenga Tipuna as the candidate;
- meet the eligibility rules in clause 2.1, Second Schedule, of the TRONPnui Trust Deed (see below);
- not be an employee of the TRONPnui Group; and
- submit a completed nomination form and other required documents to the Chief Returning Officer by the closing date for nominations.

#### Clause 2.1, Second Schedule, TRONPnui Trust Deed

Under the TRONPnui Trust Deed, an eligible candidate must not:

- be bankrupt or have within the last 5 years been adjudged bankrupt;
- have ever been convicted of an offence involving dishonesty as defined under section 2(1) of the Crimes Act 1961 or an offence under section 373(4) of the Companies Act 1993 (unless that person is an eligible individual for the purposes of the Criminal Records Clean Slate Act 2004);
- have ever been disqualified from being a director of a company registered under the Companies Act 1955 or the Companies Act 1993;
- have been removed as a trustee of a trust by order of Court on the grounds of breach of trust, lack of competence or failure to carry out the duties of a trustee satisfactorily;
- be physically or mentally incapacitated to the extent that the candidate is unable to perform the duties of an Elected Representative;
- be subject to a property order made under section 30 or 31 of the Protection of Personal Property Rights Act 1988;
- have been convicted in the last 10 years of an offence punishable by more than 3 years imprisonment (unless that person is an eligible individual for the purposes of the Criminal Records (Clean Slate) Act 2004); or
- have been removed from the office of Elected Representative in accordance with rule 1.3 of the Eighth Schedule of the TRONPnui Trust Deed within the last 3 years.

### Eligibility to Nominate a Candidate

There are also eligibility rules for those who wish to nominate a candidate. They must:

- be at least 18 years of age;
- be registered on the Ngati Porou Register in the same Rohenga Tipuna as the nominee; and
- must consider that the candidate has:
  - an appropriate level of knowledge, skill, expertise and business capabilities to assist TRONPnui in giving effect to the purposes of TRONPnui; and
  - a reasonable level of competence in, and knowledge of, the relevant accounting standards and best practice governance models.

### Nomination Forms

Nominations must be made on an official Nomination Form available from the Chief Returning Officer:

Anthony Morton, Chief Returning Officer

iro@electionz.com

0800 666 046

The completed Nomination Form, with the other required documents described below, must be received by the Chief Returning Officer no later **5.00pm, Wednesday 14 August 2019.**

Nomination packs are also available from TRONPnui reception at Te Tini o Porou, 75 Huxley Road, Kaiti, Gisborne or 1 Barry Avenue, Ruatoria, or may be downloaded from [www.ngatiporou.com](http://www.ngatiporou.com).

**LATE OR INCOMPLETE NOMINATION FORMS WILL NOT BE ACCEPTED.** Nomination forms, and other required information, must be received by the Chief Returning Officer in full by 5:00pm, 14 August 2019. No exception will be given. Nominees who put their forms in early give themselves the best chance to get feedback from the Chief Returning Officer and fix-up any problems before the closing date.

## Completing the Nomination Form

Candidates must complete, sign, and date the first page of the Nomination Form to confirm:

- the candidate's consent to stand in the Rohenga Tipuna in which he or she is registered;
- contact details and date of birth;
- declaration that the candidate meets the Trust Deed eligibility requirements;
- Nomination by 5 adult members registered in the same Rohenga Tipuna as the candidate;
- confirmation that the candidate has viewed the TRONPnui Trust Deed and is aware of an Elected Representative's role and duties;
- consent for the Chief Returning Officer to conduct a Criminal Records Check with the Ministry of Justice.

The **second page** of the Nomination Form must be completed by the **five eligible members who nominate the candidate**. They must be iwi members, 18 years or older, and registered in the same Rohenga Tipuna as the candidate. Please see "*Eligibility to nominate a candidate*" above.

## Additional Documents Required

The following documents must also accompany the completed Nomination Form:

- Ministry of Justice "*Request for Criminal Conviction History – Third Party*" Form:
  - Steps 2, 3, and 4 on the form must be completed by the candidate;
  - a photocopy of ID showing the candidate's signature and photo (eg, NZ driver licence, Passport, NZ firearms licence, RealMe verification) must be included; and
  - if required, Step 5 is to be completed by another person to confirm the candidate's identity;
- brief curriculum vitae;
- brief statement describing the candidate's background, relevant experience, reasons for standing; and
- a recent passport-sized photograph for publication in a candidate profile (photo or digital file).

## Submitting the Nomination Form

Completed Nomination Forms and additional documents must be delivered to the Chief Returning Officer by email - [iro@electionz.com](mailto:iro@electionz.com) – **no later than 5:00pm, Wednesday 14 August 2019**. Please contact the Helpline on 0800 666 046 if emailing the completed nomination papers does not suit you.

## Candidate Announcement

Candidates will be announced after the nomination period closes and when the consented Criminal Record Checks have been completed by the Chief Returning Officer. If more than the required number of eligible nominations is received, an election will be held to determine the new Elected Representatives. Further information will be provided should this occur.

## General Information

**Register inquiries:** To register, or to check or update your details, please contact: TRONPnui Registration Administrator. 0800 NP REGO or 0800 67 7346, or email [registrations@tronp.org.nz](mailto:registrations@tronp.org.nz)

**Trust Deed inquiries:** Copies of the TRONPnui Trust Deed are available online at [www.ngatiporou.com](http://www.ngatiporou.com) or can be requested from Albie McFarlane, TRONPnui Board Secretary, telephone: 06 867 9960 or email: [amcfarlane@tronp.org.nz](mailto:amcfarlane@tronp.org.nz).

### Nomination Checklist

- Nomination Form: first page completed by the candidate
- Nomination Form: second page completed by five eligible people who nominate the candidate
- Ministry of Justice "*Request for Criminal Conviction History – Third Party*" Form:
  - Steps 2, 3, and 4 on the form completed by the candidate
  - Photocopy of ID showing the candidate's signature and photo included
  - If required, Step 5 completed by another person to confirm the candidate's identity
- Brief curriculum vitae
- Brief statement from the candidate
- Recent photo of the candidate (passport size, photo or digital file)