



TŪWHARETOA  
MĀORI TRUST BOARD

2024  
TRIENNIAL  
ELECTION OF  
TRUSTEES

CANDIDATE  
HANDBOOK



# Contents

Board History and Governance.....	3
2024 Trustee Elections .....	3
Board Meetings and Remuneration .....	4
Meeting Frequency .....	4
Board Quorum and Voting .....	4
Meeting Packs.....	4
Sitting Fees and Allowances.....	4
Term of Office.....	4
Returning Officer .....	4
Nominations .....	5
Key Dates .....	5
Nomination Forms .....	5
Eligibility .....	5
Lodgement of Nomination Forms .....	5
Processes After The Close of Nominations .....	5
Candidate Profiles.....	6
Candidate Profile Statements .....	6
Queries .....	6
Eligibility to Vote.....	6
Voting Methods.....	6
Campaigning and Vote Processing.....	7
Campaigning.....	7
Electoral Rolls .....	7
Vote Processing.....	7
Scrutineers.....	7

# Board History and Governance

The Tūwharetoa Māori Trust Board was established pursuant to the Māori Land Amendment Act 1924 and Māori Land Claims Adjustment Act 1926. The Trust Board later became a Māori Trust Board established by legislation to administer the Trust Board's assets for the benefit of present and future generations of Ngāti Tūwharetoa. The Trust Board became a statutory entity in 1931 pursuant to the Māori Purposes Act 1931 and is currently constituted by the Māori Trust Boards Act 1955.

The Trust Board is committed to maintaining and enhancing the health and wellbeing of Taupō Waters, and enabling Ngāti Tūwharetoa to achieve our social, cultural, environmental and economic aspirations. The Trust Board has identified four key focus areas that will inform our strategic direction from 2021 to 2026. These key focus areas are:

*Ngā Ara Matua*

2021 - 2026

**KAUPAPA**  
Mahi rangatira ki te iwi

**TIKANGA**  
Mahi tika, mahi pono



*Pou Taiao*

**WE ARE KAITIAKI OF  
OUR MOANA AND AWA**

For generations Ngāti Tūwharetoa have held and maintained mana whenua within the Taupō catchment. This intrinsic relationship to our wai, mai nga Kahui Maunga ki Te Toka a Tia, alongside our ownership rights, weaves the whāriki by which we are kaitiaki over Taupō Moana and Awa.



*Pou Tikanga*

**NGĀTI TŪWHARETOA  
LIVE AS TŪWHARETOA**

Our marae are sustainable and resilient, and we are nurturing the use of our reo and mātauranga.



*Pou Tangata*

**NGĀTI TŪWHARETOA ARE  
EDUCATED, HEALTHY,  
AND CONNECTED**

We are successful in life. We are healthy and active, and maintain strong relationships with our whānau, hapū and iwi.



*Pou Tatawhai*

**WE SUCCESSFULLY  
MANAGE OUR ASSETS  
FOR THE BENEFIT OF  
FUTURE GENERATIONS.**

The organisation is supported by sound policies and robust governance and operating procedures.

## 2024 Trustee Elections

This booklet outlines information which may be of interest to you as a candidate in the 2024 Triennial Election of Trustees.

It has been prepared as a guide to assist possible candidates with general information on the election. Candidates or other persons requiring more detailed information should contact the Board Secretary, Rakeipoho Taiaroa on 07 386 8832 or [secretary@tuwharetoa.co.nz](mailto:secretary@tuwharetoa.co.nz).

# Board Meetings and Remuneration

## Meeting Frequency

The Board's ordinary meeting is held monthly. Members are required to attend all meetings.

## Board Quorum and Voting

To meet the quorum requirements of the rules, at least half of the elected members must be present for the duration of the meeting.

Voting is by way of consensus.

## Meeting Packs

Before each meeting members receive their meeting pack and are required to read the reports, consider the associated recommendations and participate in the discussions during the meeting.

## Sitting Fees and Allowances

Elected Board members are paid the following salaries and allowances:

Base Remuneration	\$21,750 per annum (Gross)
Travel Allowance	Paid at current IRD rate

## Term of Office

Board Members are elected for three year terms. Ordinarily the current vacancies will conclude in 2027. Board Members can stand for re-election thereafter if they choose.

# Returning Officer

The role of the Returning Officer (RO) is to conduct the election in accordance with the requirements of the Māori Trust Board Act 1955 and the Māori Trust Board Regulations 1985, as well as in accordance with standard election management practices.

The Board has appointed Anthony Morton from electionz.com as the Returning Officer (RO). This means that electionz.com will be handling most of the administrative matters pertaining to the election from their Christchurch office.

electionz.com is an election management company based in Christchurch and has considerable experience conducting elections in New Zealand including numerous polls and elections for Iwi based organisations and trusts.

Subject to the statutory regulations the RO has complete and final control over how the election process is carried out. The RO is engaged by the Board, but does not take direction from the Board.

The RO is responsible for all staff, systems, resources, policies, procedures and actions to ensure that the democratic process is carried out with utmost integrity, security and fairness for all parties.

Queries regarding the actions or performance of the RO for Tūwharetoa Māori Trust Board should be directed to the Board Secretary, Rakeipoho Taiaroa, email [secretary@tuwharetoa.co.nz](mailto:secretary@tuwharetoa.co.nz)

# Nominations

## Key Dates

Nominations open	Wednesday, 15 November 2023
Nominations close	5pm, Friday 15 December 2023

A public notice calling for nominations will appear in the New Zealand Herald on Wednesday, 15 November 2023 and the Post on Thursday, 16 November 2023. Notice will also be distributed across Facebook and the Tūwharetoa Māori Trust Board website.

## Nomination Forms

Each nomination must be made on the official nomination form. Nomination forms are available from the Board Secretary.

Phone: **(07) 386 8832**

Email: **[secretary@tuwharetoa.co.nz](mailto:secretary@tuwharetoa.co.nz)**

## Eligibility

To stand in this by-election you must:

- complete and return the official nomination form; and
- be registered with Tūwharetoa Māori Trust Board; and
- have five people nominate your candidacy (these people must also be registered with Tūwharetoa Māori Trust Board; and
- not be prevented from appointment by the following items listed under S14(3) of the Māori Trust Boards Act 1955:
  - (a) a person who is subject to a personal order or a property order made under the Protection of Personal and Property Rights Act 1988 or for whom a trustee corporation is acting as manager under section 32 or 33 of that Act; or
  - (b) a bankrupt who has not obtained his order of discharge, or whose order of discharge is suspended for a term not yet expired, or is subject to conditions not yet fulfilled; or
  - (c) a person convicted of any offence punishable by imprisonment for a term of 6 months or longer, unless he has received a free pardon or has served his sentence or otherwise suffered the penalty imposed upon him.

## Lodgement of Nomination Forms

**Nominations close at 5pm, Friday, 15 December 2023.**

- Nomination forms must be received by the Board Secretary no later than the above time and date. Any nominations received after **5pm, Friday, 15 December 2023** will be invalid and will not be processed.
- Nomination forms can be delivered to the Secretary's office or emailed, but should they be received **after** the close of nominations, the nomination is invalid. Delivery address options are listed on the nomination form. **The recommended form of delivery is by email – [secretary@tuwharetoa.co.nz](mailto:secretary@tuwharetoa.co.nz).**

Once lodged, nomination forms are checked to ensure that the candidate and nominators are registered members of Tūwharetoa Māori Trust Board.

Each candidate is encouraged to submit a profile statement and a recent photo with the completed nomination form (see page 6 for further details on the format of candidate profile statements and photos).

The lodgement of nomination forms should **not** be left to the last minute. Should a nomination form be lodged late on the day nominations close, and be incorrectly completed or refer to an ineligible nominator, there may be insufficient time to correct the situation and the nomination form could be invalidated.

***Please do not leave lodging your nomination to the last minute.***

The Secretary or Returning Officer will email or give phone confirmation of an accepted nomination to each candidate as soon as the nomination is verified.

## Processes After The Close of Nominations

If more than ten candidates are nominated, an election will be required. Voting papers will be distributed to registered beneficiaries on Monday, 15 January 2024. Voting will close at 5pm on Thursday, 15 February 2024.



# Candidate Profiles

Tūwharetoa Māori Trust Board encourages candidates to provide a profile and photo with their nomination form. In the event an election is required, these are collated by the Returning Officer and forwarded to registered members with the voting papers.

## Candidate Profile Statements

- **Must not** exceed 200 words in total (excluding the candidate's name).  
**The word limit will be strictly enforced.**
- The text (English or Māori) must be plain black and white text, but special formatting (macrons, bold, italics, underlining, quote marks etc.) is permitted.
- **Must** be confined to information concerning the candidate, and the candidate's policies and intentions if elected;
- **May** include a recent (i.e. less than one year old) photograph of the candidate **only** (i.e. not part of a group)

Photos should preferably be supplied in colour and in an electronic format (scanned as a jpg attachment on email), but hard copy photos will be accepted and will be scanned at 300 dpi by the Returning Officer.

**(N.B. hard copies of photos will not be returned to candidates).**

## Queries

**Any queries regarding candidate profiles or other parts of the election process should be directed to the Returning Officer on 0800 666 032.**

# Eligibility to Vote

In the event an election is required, voting papers will be sent to those members who are registered with Tūwharetoa Māori Trust Board, and who have current contact details. To register or update contact details applicants can:

- Ring or email the Tūwharetoa Māori Trust Board for a registration form, or to update your contact details – Ph (07) 386 8832 or email [info@tuwharetoa.co.nz](mailto:info@tuwharetoa.co.nz)
- Registration forms can also be downloaded from the Tūwharetoa Māori Trust Board website. <http://www.tuwharetoa.co.nz/register/>

# Voting Methods

The enactment of the Māori Purposes Act 2022 allows the Board to include an online voting process for future elections.

The Board has resolved to take up that option. If a voting process is required for the 2024 Board election it will be conducted by postal and online voting. Voting documents will be mailed out to members in January 2024 and will include details on how members can vote online if they wish.

# Campaigning and Vote Processing

## Campaigning

In the event an election is required, campaigning can be undertaken on the following basis:

- Campaigning can commence at any time.
- If candidates choose to undertake advertising as part of their campaigning, those advertising costs are the responsibility of the candidate. There is no monetary limit for campaigning costs.
- Advertising material should not include any Tūwharetoa Māori Trust Board logos or branding.
- No election material can contain any untrue statement defamatory of any candidate and be calculated to influence the vote of any elector.
- No election material may contain an imitation voting paper which has the names of the candidates with any direction or indication as to the candidate a person should vote for, or in any way contain such direction or indication likely to influence the voter.
- Voting papers are not permitted to be collected from electors by candidates or persons on their behalf. Each elector is required to post or deliver his or her own voting paper to the Returning Officer or cast their own vote online if that is their preferred voting method.

Any acts committed by candidates that constitute criminal offences will be referred to the Police for their action.

## Electoral Rolls

The Electoral Roll (being the list of registered members within each Iwi electorate) is not available to candidates for electioneering purposes.

## Vote Processing

The processing of the voting papers is being carried out by electionz.com at it's premises on 3/3 Pukaki Road, Christchurch. Voting papers should be returned in the reply freepost envelope to the Returning Officer.

At the conclusion of the voting period the voting papers will be opened, and processed by electionz.com staff in the presence of the Returning Officer.

It is expected that the election results will be available Tuesday 20 February 2024. The Returning Officer will email the election results to the Board Secretary in the first instance before distribution to the candidates.

## Scrutineers

Each candidate may nominate in writing one scrutineer to be present at the counting of votes in Christchurch. Candidates are not permitted to appoint themselves as scrutineers. Note that if appointed, scrutineer costs are the responsibility of the candidate and are not reimbursed by Tūwharetoa Māori Trust Board in any way.

Any candidate considering appointing a scrutineer should contact the Returning Officer for further details on 0800 666 032.



