



# CANDIDATE GUIDE FOR 2025 TRUSTEE ELECTION

Completed nomination documents must be in the hands of the Returning Officer by:  
**12 noon on Thursday, 4 September 2025**

For assistance phone the Election Helpline: **0800 666 941**

## INTRODUCTION

This information sheet has been prepared as a guide to assist candidates and others with general information on the election. Candidates or other persons requiring more detailed information should contact the election helpline – by phone to 0800 666 941 or email to [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 during normal business hours by phone to 0800 666 941 or email to [iro@electionz.com](mailto:iro@electionz.com)

## 2025 TRUSTEE ELECTION TIMETABLE

Relevant key dates are:

Date	Milestone
Thursday 14 August	Nominations open
Thursday 4 September	Nominations close at 12 noon Iwi register closes at 5pm
<i>If an election is required</i>	
Wednesday 15 October	Voting opens Voter packs posted to adult members
Monday 17 November	Voting closes at midday Postal flush period then applies
Thursday 20 November	Election result declared by Returning Officer and circulated to candidates by email. Result then listed on PNBST website.

## GOVERNANCE DETAILS

The Port Nicholson Block Settlement Trust (PNBST) is governed by nine Trustees who manage and administer the assets of the Trust on behalf of and for the benefit of the existing and future members of Taranaki Whānui ki Te Upoko o Te Ika.

The Trust's rules require trustees to retire by rotation at the end of their 3-year term of office. The Trust now invites nominations to fill four trustee positions that will become available later this year. The retiring trustees can stand for re-election if they choose.

## MEETING REQUIREMENTS

Trustee meetings are held monthly in Wellington/virtually.

Meetings are held in Wellington in person, and online commencing at 5pm and usually finishing by 8pm. From time to time Trustees may hold out of cycle meetings.

## TRUSTEE'S REMUNERATION

As per the standing resolution, honorarium is currently payable to the Trustees.

## TRUSTEES' EXPENSES

Each Trustee is entitled to be paid for pre-approved actual and reasonable travelling, accommodation and other expenses incurred by the Trustee in connection with the Trustee's attendance at meetings or otherwise in connection with PNBST business.

## NOMINATION REQUIREMENTS

Nominations must be made on an official nomination form and be received by the Returning Officer no later than **12 noon on Thursday 4 September 2025**. 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 documents to [nominations@electionz.com](mailto:nominations@electionz.com).

Candidates must be adult (over 18) individually registered and verified members of PNBST. Each nomination must be supported by five adult members listed on the PNBST register. The 5 nominators must also sign the nomination form and include their membership number.

Note - all 5 nominators do not need to complete the same form. If submitting separate forms ensure the candidate's name is clearly listed in the top block on each form.

## CRIMINAL CONVICTION CHECK REPORT

A criminal conviction check report is required for all candidates. To do this, the nomination form will include an application form for this to be carried out via a third-party provider. All candidates are required to complete that application form and return it **to the Returning Officer** with their other nomination documents. Step 1 of the form is already completed and a checklist is included on the last page. The Returning Officer will submit the application to the third-party provider when all components have been supplied.

## CANDIDATE ELIGIBILITY

Candidates need to be aware of the following restrictions listed under clause 12.1 of the Second Schedule of the Trust Deed.

- 12.1 *Notwithstanding the foregoing rules of this Schedule, a Trustee shall cease to hold office if he or she:*
- (a) *retires from office by giving written notice to the Trust;*
  - (b) *completes his or her term of office and is not re-elected;*
  - (c) *refuses to act;*
  - (d) *is absent without leave from 3 consecutive ordinary meetings of the Trustees without good reason or without the permission of the Chairperson;*
  - (e) *becomes physically or mentally incapacitated to the extent that he or she is unable to perform the duties of a Trustee;*
  - (f) *becomes bankrupt or makes any composition or arrangement with his or her creditors;*
  - (g) *is convicted of an indictable offence;*
  - (h) *becomes an employee of the Trust; or*
  - (i) *is subject to a property order or personal order under the Protection of Personal and Property Rights Act 1988.*

## CANDIDATE PROFILE STATEMENTS

The Trust Deed requires each candidate to provide with their nomination paper, a brief summary of their experience relevant for carrying out the role of elected representative. 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 total word limit must not exceed 250 words** (The word limit will be strictly enforced); and
- **Must** be submitted with the candidate's nomination form, (preferably in electronic format i.e. as a Word document emailed to the Returning Officer); and
- **Must** be confined to information concerning the candidate, and the candidate's policies and intentions if elected to the Board; and
- **May** include a recent (i.e. less than one year old) head and shoulders photograph of the candidate **only**.

A **suggested** format for the profile statement is:

*Short Pepeha and Tribal Affiliation:*

*Occupation:*

*Relevant Qualifications:*

*Iwi Involvement:*

*Governance Experience:*

*Candidate statement:*

Photos should be colour, preferably taken indoors against a light coloured wall or door and preferably be in an electronic, format (scanned as an attachment by email), but hard copy photos will be accepted and scanned at 300 dpi by the Returning Officer. **(N.B. photos will not be returned to candidates).**

## ENROLMENT

Anyone who is 18 years old or over and who holds the appropriate whakapapa is entitled to enrol on the register. If an election is required, voting papers will be sent to all those members whose names appear on the register as at **5pm on Thursday 4 September 2025.**

Enrolment forms are available from the PNBST office by phoning 04 472 3872 or 0800 767 8642, or visiting the PNBST website, [www.pnbst.maori.nz](http://www.pnbst.maori.nz). Each application requires the member to provide full name, physical address, postal address and whakapapa details.