

TO	Branches in the Hawkes Bay/East Coast Electoral Areas	HC21/003
	Hawkes Bay/East Coast Regional Chairs	3 February 2021
FROM	Michael Stevenson, General Secretary	

By-Election for Executive Member in the Hawkes Bay/East Coast Electoral Area for the 2021-2022 Association Year

Nominations are invited to fill the vacancy for the position of Executive member to represent the Hawkes Bay/East Coast electoral area for the 2021-2022 Association year.

Nominations should be submitted on the **attached** form.

Nominees must return a completed candidate's information form (**attached**). This will be circulated to members.

Nominations close at **5.00 p.m. on the Friday 5 March 2021**.

Freepost envelopes addressed to the Returning Officer are **enclosed** for the return of nominations. **The envelopes must not be used for other correspondence.**

Michael Stevenson
Returning Officer

NOTICE TO CANDIDATES NOMINATED FOR OFFICE AS AN EXECUTIVE MEMBER OF THE ASSOCIATION

Enclosed is a form requesting information from you as a candidate in the Executive by-election.

All candidates are asked to provide this information (on the form supplied) **with their nominations**. This will have a twofold purpose: it will enable preparation of the by-election material without undue pressure on you and will give the Association information about all its office holders, even those for whom a by-election is not required. Please supply this material even if you have done so on a previous occasion.

Please return your contribution to this office in the enclosed envelope with your nomination form. Because of the limited time available to conduct the by-election, there can be no extension of the deadline and if material is not received in time, publication of candidates' information will proceed without it.

1. Personal Information

Apart from name, age, etc, candidates may if they wish supply other personal information.

2. Professional Information

Give full and factual information with relevant dates, on:

- a) qualifications;
- b) training;
- c) professional history (include other occupations before you began teaching if you wish);
- d) current position and responsibilities.

3. Association Information

Give full and factual information, with relevant dates, on all aspects of involvement with PPTA or other teacher or employee association:

- a) membership;
- b) involvement at branch level;
- c) involvement at regional level;
- d) involvement at executive level;
- e) other activities, i.e. Association committees, curriculum panels, Association representation, etc.

4. Personal Statement

Candidates are invited to make a statement on the lines along which they see the Association moving in the future. While current policy is as determined by the Annual Conference, candidates may, if they wish, comment on the way in which they would like to see that policy change.

Please limit your contribution under this heading to 200 words.

IMPORTANT NOTE:

Your attention is drawn to the **attached** statement on the conduct of Association elections. This is based on legal opinion on the effects and implications of the Association's Constitution. The Returning Officer reserves the right to amend any candidate's statement which breaches the requirements set out in the note to candidates.

REMEMBER:

- Material must be received at national office *as soon as possible* and no later than **5.00 p.m. on Friday 5 March 2021**.
- There is a limit of 200 words to your personal statement (item 4 above).
- Use the freepost envelope provided. ***Enclose only nomination material in the envelope.***

CANDIDATE'S INFORMATION

NAME: _____ DATE _____

PERSONAL INFORMATION:

PROFESSIONAL INFORMATION:

ASSOCIATION INFORMATION:

PERSONAL STATEMENT (up to 200 words):

**Please complete and return to the Returning Officer
by 5.00 p.m. on Friday 5 March 2021**

Signed _____

Date _____

CONDUCT OF ASSOCIATION ELECTIONS— NOTE TO CANDIDATES

1. General

- a) Pursuant to Rule 64 of the Constitution, the Executive has directed that the Returning Officer forward to each candidate a "code of conduct" in respect of Association elections.
- b) The attention of candidates is drawn to the following rules contained in the Association's Constitution:

Rule 52:

The Annual Conference as hereby constituted shall have supreme authority in the Association.

Rule 42(i):

The Executive shall act for and on behalf of the Association between Conferences and in particular shall implement the decisions of and pursue the policies established by the Conference.

Rule 47(i) and 47(ii):

- i) All resolutions of the Executive and all acts and things duly done or executed in good faith shall be binding upon all members of the Executive whether present at any such meeting or not and upon all the property and assets of the Association PROVIDED that such resolution shall not be shown to be *ultra vires* the Executive AND PROVIDED FURTHER that all members of the Executive have been duly notified of such meeting.
 - ii) The fact that any such resolution is made in pursuance of any decision or recommendation of the Conference shall be conclusive evidence of good faith and of the absence of any improper motive.
- c) It is clear from these extracts that the policy of the Association is determined by the Annual Conference, and, provided it is within the general policy guidelines established by the Conference, policy is also determined by the Executive.

There is, therefore, a clearly stated and democratic procedure by which the Association formulates and establishes its policies, and within this there can be no place for "personal policies" or "policy platforms" on the part of candidates for election to the Executive. You are reminded of this when making your personal statement.

2. Campaigning

- a) The canvassing of other branches or members, whether by visiting for the purpose of addressing members or by the circulation of material which may be related to the election is also excluded. This exclusion has been introduced in order to prevent any candidate obtaining an advantage due to his/her proximity to other Branches, other advantages of location, or the possession of a better financial status.

- b) However, candidates may address regional meetings (1990 conference decision). Any candidates wishing to take up this facility should contact the appropriate regional chair people and advise the Returning Officer of their intent. The Association will reimburse the actual costs reasonably incurred in attending such meetings.
- c) Where elections are necessary the information supplied by candidates will be circulated to members to assist them in the process of voting.

3. **Summary**

Please adhere strictly to the following requirements in relation to the election:

- a) Avoid making "personal policies" or "policy platform" statements.
- b) Do not canvass for support.
- c) Please give full personal and biographical information of a factual and relevant nature to assist member voters.
- d) Return your "Candidates Information" sheet by **5.00 p.m. on Friday 5 March 2021.**

NEW ZEALAND POST PRIMARY TEACHERS' ASSOCIATION

**EXECUTIVE BY-ELECTION FOR THE HAWKES BAY/EAST
COAST ELECTORAL AREA FOR 2021–2022**

Form of Nomination

**The Returning Officer
NZ Post Primary Teachers' Association
PO Box 2119
WELLINGTON**

We, _____ the _____ undersigned, _____ hereby _____ nominate _____ of _____ Branch for the position of member for the Hawkes Bay/East Coast Electoral Area on the Executive of the New Zealand Post Primary Teachers' Association (Incorporated).

Date: _____

Proposer: _____

Name (please print)

Signature

Branch: _____

Secunder: _____

Name (please print)

Signature

Branch: _____

I hereby consent to the above nomination

Candidate: _____