

# CONSTITUTION AND RULES

of the

## NEW ZEALAND NATIONAL PARTY

---

26th Edition – **Covid-19 special and temporary Rules – Expire 30th September 2020**  
August 2019

Issued by authority of Peter Goodfellow,  
President, New Zealand National Party



**National House**

The Foundation of the NZ National Party

CONTENTS

Page

Name	3
Standing	3
Organisational Purpose	3
Vision & Values	3
Key Operational Objectives	4
Intellectual Property	4
Membership	4
General Procedure	9
Co-opted Members	9
Representation at Meetings & Substitutions	10
Voting	11
Quorum	12
National Structure	13
Annual Conferences	13
Constitution of Conferences	14
Remits	16
Governance	17
Constitution of Board	18
President	22
General Manager	23
Rules & Rule Changes	24
Young Nationals	26
Policy	26
Regional Structure	31
Regional Councils	32
Annual Regional Conferences	33

Electorate Structure	35
Electorate Committees and Electorate Executives	35
Electorate Annual General Meetings	37
Branches	39
Women's Sections	40
Parliamentary Section	40
Candidate Selection	42
Candidates College	43
Nominations and Qualifications of Nominees	45
Pre Selection Committee	50
Nominee Sanction	53
Delegate Qualifications	54
Universal Suffrage	61
Selection of List Candidates for Parliament	65
Regional List Ranking Forum	68
List Ranking Committee	71
The National Franchise	79
Index	80

## Temporary Rule changes – (in red):

**Covid-19 Special and temporary Rule – Expires 30th September 2020**  
Page 79

Subsequent affected Rule changes

Rule 68 – Page 37

Rule 137 – Page 78

## **CONSTITUTION AND RULES OF THE NEW ZEALAND NATIONAL PARTY**

### **NAME**

1. The Party shall be known as "The New Zealand National Party".

### **STANDING**

2. The Party is a non-profit making, unincorporated group, established to undertake political activity.

### **ORGANISATIONAL PURPOSE**

3. The National Party is a grouping of New Zealanders with similar political views and values who work together to maximise the influence of National Party values and objectives in the government of New Zealand.

### **VISION AND VALUES**

4.
  - (a) Vision  
The National Party seeks a safe, prosperous and successful New Zealand that creates opportunities for all New Zealanders to reach their personal goals and dreams.
  - (b) Values  
We believe this will be achieved by building a society based on the following values:
    - Loyalty to our country, its democratic principles and our Sovereign as Head of State
    - National and personal security
    - Equal citizenship and equal opportunity
    - Individual freedom and choice
    - Personal responsibility
    - Competitive enterprise and rewards for achievement
    - Limited government
    - Strong families and caring communities
    - Sustainable development of our environment

## **KEY OPERATIONAL OBJECTIVES**

5. In seeking to fulfil our organisational purpose, the National Party shall focus its activities on the following key operational objectives:
- (a) Maximise membership of the National Party amongst all New Zealanders with similar political views.
  - (b) Maximise the value of membership by ensuring members, wherever possible, have the opportunity to participate in policy generation, candidate selection and other Party activities.
  - (c) Maximise moneys raised to campaign for the Party and to fund its effective operation.
  - (d) Ensure the best possible candidates are selected to represent the Party in Parliament.
  - (e) Ensure the Party is prepared for and conducts election campaigns of the highest quality, whenever it is required to do so.

## **INTELLECTUAL PROPERTY**

6. No member, supporter or person may use or permit to be used any intellectual property, patents, trademarks, logos, technical processes, or data bases owned and held by the Party without first obtaining the prior written approval of the Board.

## **MEMBERSHIP**

### **Qualification**

7. (a) There shall be one type of membership only in the Party with all members having equal rights. Each on becoming a member agrees to be bound by and to observe these Rules.
- (b) Subject to Rules 8 and 12, any person (other than a Young National as provided for in Rule 10) who satisfies all the following conditions shall be eligible to apply for or retain membership of the Party:

- (i) The person is qualified to be an elector under the Electoral Act 1993 (or any Act passed in amendment of or in substitution for the same); and
  - (ii) The person is not a member of any other registered political party.
- (c) A person who is eligible for membership of the Party shall become a member of the Party when:
  - (i) The person pays a subscription to the Party; and
  - (ii) The person is approved for membership by the Electorate Executive of the Electorate of the Party in which that person resides.
  - (iii) Membership shall continue without further annual approval subject to Rules 7 (g) (iv) and 8 (b) and 12 (a) and (b).
- (d) Subject to Rule 7 (f), any person who becomes a member of the Party shall be a member only of the Electorate in which he or she resides, and if that electorate operates with branches, then it shall only be membership of the Branch in which he or she resides.
- (e) If a member transfers the member's place of residence from one Branch to another Branch within the same Electorate, that person shall be deemed to be a member of the Branch to which that person has transferred without the necessity for any further approvals or payment of any further subscriptions for the current financial year.
- (f) If a member transfers the member's place of residence from one Electorate to another, and due notice is given to the Secretaries of both Electorate organisations, that person shall be deemed to be a member of the appropriate Branch or other organisation in the Electorate to which that person has transferred without the necessity for any further approvals or payment of any further membership subscriptions for the current financial year. [Subject to Rule 7 (g)]

- (g) No person can be a member of any Branch or Electorate of the Party other than the Branch or Electorate in which that person resides from time to time unless:
- (i) Where a person desires to be a member of a Branch in an Electorate or an Electorate other than the Electorate in which that person resides, that person is approved as a member of that Branch or Electorate by the Electorate Executive of the Electorate in which that person does not reside; or
  - (ii) Where a person desires to be a member of a Branch in which that person does not reside, but which is within the same Electorate in which that person resides, that person is approved as a member of that Branch by the Electorate Executive of the Electorate in which that person resides; and
  - (iii) On any approval being given under sub-clause (i) or sub-clause (ii), a person's membership of the Branch or Electorate in which that person resides shall cease and that person shall become a member of the Branch or Electorate for which that person has been approved.
  - (iv) Any member approved under sub-clause (i) and sub-clause (ii) (Transferred Member) must have their approval reconfirmed annually by the Electorate Executive or Branch Executive (as the case may be), (in its absolute discretion) prior to the Electorate AGM. If such approval is not given then such member shall be deemed to be a member of the Branch or Electorate where that person resides.
- (h) The foregoing subclauses shall be subject to Rule 10, and the particular provisions hereof relating to Young Nationals.
- (i) The Party shall maintain a central database of membership, with information supplied monthly by electorates. This central database shall be the official record of membership of the Party and any electorate, from time to time.
- (j) Members of the National Party on active service shall be considered as financial for the period of their active service.

## Official Year

8.
  - (a) The official year of the Party shall commence on the 1st day of January in each calendar year. Annual subscriptions shall fall due and be payable on the 1st day of January.
  - (b) Any member who fails to renew their membership by the 30th of June each year shall be treated as unfinancial and forfeit rights and obligations of membership. Membership may be resumed by payment of a subscription and compliance with Rule 7.

## Eligibility for Committees

9.
  - (a) No person who is not a financial member of the Party shall be eligible to hold any office, or serve on any committee or as a delegate to any Party meeting.
  - (b) No paid officer of the Party shall be eligible to serve on any committee or as a delegate to any Party meeting. Such officer may be invited to attend any Party meeting but shall not be entitled to vote.

## Young Nationals

10. Any person over the age of 12 years may become a member of the Party as a Young National, subject to the approval of an Electorate Executive and to the payment of the annual subscription as provided by Rule 11.

## Annual Subscription

11.
  - (a) The Party shall set a minimum membership fee. This fee shall be fixed at five (5) dollars per member per annum.
  - (b) Electorates are recommended to establish a range of membership donations commencing at twenty (20) dollars through planned giving, regular donations or automatic payment.



## Cancellation and Suspension of Membership

12. (a) The Board or any Regional Conference or Electorate or Branch Committee may cancel or suspend the membership of the Party of any person whose actions, in their opinion, prejudice the interests of the Party. Such cancellation or suspension, unless imposed by the Board, must be approved by the Board before it is enforced. Any person who is enrolled as a member of the Party and who, in opposition to the Party's official candidate, accepts nomination for any Parliamentary election, or who nominates any other person in opposition to the official candidate, shall cease to be a member of the Party.

## Restoration of Membership

- (b) Any person whose membership has been cancelled or suspended or whose membership has ceased under Rule 12 (a) may only become a member of the Party again if all the provisions of sub-clauses (b) and (c) of Rule 7 are satisfied and that person is approved for membership by the relevant Regional Council and the Board.

## Individual Action Restricted

13. (a) No member shall take individual action that pledges the Party without having been authorised to do so by the Board, or a Regional Council, or Electorate or Branch Committee.
- (b) All property (including monies) accruing as a result of any activity undertaken in the name of the Party or generally on behalf of the Party or by any member of the Party, (including a Candidate or Member of Parliament) shall belong to the Party and be subject to the control of the Board as to use and disposal.

## Resignation of Member

14. (a) Any member may resign from membership of the Party by notice in writing to the Secretary of the Branch or Electorate concerned.

## Pecuniary Gain

- (b) No member shall derive any pecuniary gain from the property or operations of the Party (except as an employee, temporary or otherwise), or for services rendered or supplies made.
- (c) In the event of the Party being wound up no member of the Party at the date of winding up shall personally be entitled to participate or benefit in any way in the distribution of any assets of the Party both real and personal.
- (d) No member or any person associated with any member shall participate in or materially influence any decision made by the National Party organisation in respect of the payment to or on behalf of that member or associated person of any income, benefit or advantage whatsoever. Any such income paid shall be reasonable and relative to what would be paid in an arm's length transaction (being the open market value).

## Supporters

- 15. (a) Any person shall be eligible to apply to become a Supporter of the Party and, in doing so, generally express support for the philosophy and activities of the Party. A Supporter shall not have any of the rights of a Member of the Party.
- (b) Any person shall be eligible to apply to become a Financial Supporter of the Party if that person makes an annual donation to the Party and in doing so generally expresses support for the philosophy and activities of the Party. A Financial Supporter shall not, unless otherwise provided in these Rules, have any of the rights of a Member of the Party.

## **GENERAL PROCEDURE**

### Co-opted Members

- 16. (a) Any member co-opted to a Committee or Group under these Rules shall take office at the termination of the meeting at which they are appointed and shall continue in office until the termination of the next annual meeting at which their successors are appointed or at which they are reappointed. The co-option of members at annual meetings shall take

place prior to the appointment of sub-committees or delegates and members co-opted at such meetings shall be eligible for appointment to such sub-committees or as delegates.

- (b) The co-opted members whose term is expiring shall retire from the meeting during the nomination of and taking the vote for the co-option of new members or the reappointment of existing ones. Any member co-opted by a Regional Council shall hold office from the termination of the meeting at which he or she was appointed until the termination of the first meeting of the Executive or Council concerned following the next succeeding Annual Regional Conference or Annual General Meeting of the Electorate Committee as the case may be.

#### Representation at Meetings and Substitution Rules

- 17. (a) Representation at all meetings of the Annual and Special Conferences, Regional Conferences, Regional List Ranking Forums, Regional Councils, Regional Committees, Electorate meetings and Branch meetings and Candidate Delegate Selection meetings, List Ranking Committee meetings and the Board and committees established under these rules shall be in person and proxies shall not be allowed.
- (b) Each member of a committee or delegate to a conference shall be entitled to one vote only regardless of the number of positions held in the Party and potential entitlements of that member to multiple delegationships.
- (c) If a person is a delegate to an Annual, Special or Regional Conference or Regional Council or Electorate Annual General meeting and is unable to be personally present, that person may appoint a substitute to attend and vote in his or her place. The substitute must be a current Party member, and subject to Rule 27 and subclause (i); no other qualifications to act as a substitute shall apply.
- (d) A person who attends as a delegate by right of office held, being Electorate Chair, Regional Office holder or other office for which attendance at an Annual, Special or Regional

Conference or List Ranking Forum or Regional Council Meeting is mandated under these rules shall attend in that capacity and not as a member of an elected or nominated delegation of an Electorate.

- (e) If an Electorate delegate attains an office for which conference attendance is mandated the original delegateship shall lapse and the vacancy shall be filled as provided for in these rules.
- (f) In the case of an officer standing down from positions entitling delegateship prior to the Annual or Special Conference that person may stand for nomination as part of an Electorate delegation.
- (g) To effect substitution the original delegate must nominate in writing a named person, who must consent to taking the position. The Chair of the Region, Electorate or Branch concerned must approve the substitution in writing. The original delegate must sign the nomination of a substitute in writing, by original, faxed or electronic means.
- (h) An Electorate has the responsibility for choosing its delegates at an Annual General Meeting or establishing an explicit mechanism for undertaking the choice subsequent to the Annual General Meeting. The minutes of the meeting shall be accepted as proof of the mechanism adopted by the members at an Annual General Meeting to choose delegates or fill vacancies in delegations. An Electorate retains the option of not sending a full delegation to a conference.
- (i) If an Electorate elects at an Annual General Meeting a reserve list of delegates then those shall be used for replacements unless the original delegate has exercised the power of appointment of a substitute subject only to approval of the Electorate Chair.
- (j) Where an apology is required in these rules it must be given in person by the member unable to attend either verbally, by telephone, email, facsimile or text to either the Electorate Secretary or Electorate Chair and notified to the meeting prior to the commencement of the delegate selection process or Electorate AGM or meeting concerned.

## Voting

18. Voting at all meetings of the Annual and Special Conferences, Board, Regional Conferences, Regional Councils, Electorate Committees and Branch Committees shall be by word of mouth or by show of hands at the discretion of the Chair, provided that voting shall always be by secret ballot for the election of officers and nominees for offices or in other cases if the majority of those present so request.

## Quorum

19. The quorum for meetings of the Annual and Special Conferences shall be 25 members. The quorum for meetings of the Board shall be 50 percent of the members entitled to attend such meetings. The quorums for all meetings of Regional Conferences, Regional Councils, Electorate and Branch Committees and Executive Committees, shall be determined by the Committees concerned at their annual meetings. If there is no determination at the Annual Meeting, the quorum shall be fixed at twenty-five (25%) per cent of the members entitled to attend any such meetings. If a Unitary Electorate then the quorum for the Annual Meeting shall be fixed at ten per cent (10%) of the members entitled to attend such meeting. In an Electorate affected by boundary changes the quorum shall be the quorum fixed at the Annual General Meeting of the Electorate with the larger membership.

## Minutes

20. Minutes of all meetings of the Annual and Special Conferences, the Board, Annual or Special Regional Conferences, Regional Councils, Electorate Committees, Branch Committees and Executive Committees, shall be kept and shall be signed by the Chair of the meeting at which they are taken or by the Chair of the first subsequent meeting.

## Appointments of Committees and Sub-Committees

21. The Board and each Regional Conference, Regional Council and each Electorate Executive, shall have power to appoint Committees or Sub-Committees in addition to those for which provision is specifically made in these Rules, and to delegate to such Committees or Sub-Committees such powers and with such limitations as may be

thought fit. Unless expressly provided in these Rules or by the resolution appointing a Sub-Committee, members of a Sub-Committee do not need to be members of the appointing committee.

## Casual Vacancy

22. A vacancy which occurs from any cause other than effluxion of time shall be deemed a casual vacancy. A casual vacancy shall (unless otherwise specifically provided for in these Rules) be filled by the particular organisation which appointed the person to the office vacated. A person appointed to fill a casual vacancy shall hold office only for the unexpired term of office of the person whose place he or she fills. The term "office" where used in this Rule shall include membership of the Board or of any committee constituted under these Rules or appointment of delegates, to any Annual or Special Conference held in accordance with these Rules.

## Use of Title

23. Any holder of any office of Chair may at his or her discretion use the title of Chair, Chairperson, or Chairman or Chairwoman, and as a matter of personal courtesy shall be addressed by the title of his or her choice.

## NATIONAL STRUCTURE

### Annual Conferences

#### Time and Place

24. An Annual National Party Conference ("Annual Conference") shall be held in such place and at such time as the Board shall decide. Special National Party Conferences ("Special Conferences") shall be held as decided by the Board or within six weeks of receipt by the Board of a written requisition for a Special Conference which must state the business of the meeting and requested by resolution of at least two Regional Conferences or two Regional Councils [subject to Rule 43 (c) (vi)].

#### Powers of Annual Conference

25. (a) Annual Conferences are empowered to elect the Members of

the Board as provided in these Rules, and to consider such remits as may be submitted and the policy of the Party and deal with other general business as may be decided at each Annual Conference.

- (b) The power to alter the Vision and Values of this Constitution and other basic structures shall be vested in Conference, whether Annual or Special. Subject to the provisions of sub-clause (c) of this rule, the decision as to what are "basic structures" shall be determined by the Board.
- (c) Any Region which is dissatisfied with the decision of the Board as to what is "basic structure" may appeal through the Board to the Annual or a Special Conference. The decision of the Annual or Special Conference shall be final and any necessary amendment shall be made to the Rules to give effect to the decision.

If no such appeal is received by the Board within a period of two months from the date of the Board's decision then that decision shall be final. If an appeal is received within that period, the decision shall not take effect until the appeal is determined by the Annual or Special Conference. The Board shall circulate details of any appeal with any comments it may think desirable to the other Regions.

- (d) Any proposals for the amendment of the Vision and Values and the basic structure may be submitted by remits to the Board or may be initiated by the Board.
- (e) Notice of any proposed amendment to the "basic structure" or the Vision and Values, to be considered by an Annual or Special Conference, shall be circulated by National Headquarters to Electorates not less than three weeks before the date fixed for such Conference.

## Constitution of Conferences

- 26. Conferences, both Annual and Special, shall primarily comprise delegates from Electorates, as follows:
  - (i) Every Electorate shall be entitled to six delegates. For every multiple of 200 financial members in an Electorate at 31

December in the previous year the Electorate shall be entitled to two further delegates. Membership shall be as verified by the General Manager.

- (ii) The Electorate's delegation shall include the Electorate Chair and any National Member of Parliament for that Electorate and any National List Member of Parliament who is a member of that Electorate. The delegation shall also include a candidate who has been selected to represent the Electorate and any candidate on the Party list who is a member of that Electorate who is not otherwise included. All other delegates shall be elected at the Electorate's Annual General Meeting or in a manner decided at that Annual General Meeting.
- (iii) Board Directors, former Presidents and Leaders who are members of the Party and any Regional Chair who is not a delegate under the preceding clauses shall also be entitled to full delegateship.
- (iv) Young Nationals shall be entitled to not fewer than five delegates from each Region, elected by the Young Nationals organisation in each Region. Additional Young Nationals delegates (if any) shall be determined as provided in Rule 44 (d).
- (v) Special Interest Groups may be eligible to be represented at an Annual Conference if approved by the Board. The number of delegates from each Special Interest Group (if approved) shall not exceed 10 as determined by the Board [Rule 48 (i)]

## Voting at Conference

- 27. Each of the persons described in the preceding rule shall be entitled to be a delegate able to exercise one vote at Conference. All delegates to a Conference shall register as delegates and all registrations must be received by the Board no later than the time of the commencement of the Conference to enable such person to attend and participate in the business of the Conference.

## Order of Business

- 28. The order of business of each Annual Conference shall include the following:



- (i) Confirmation of minutes of the previous Annual Conference and of Special Conferences (if any) held since the preceding Annual Conference;
- (ii) President's Address;
- (iii) The Board's Report
- (iv) Remits and Policy
- (v) Election of Members of the Board; and
- (vi) General Business

### Special Conferences

29. The business of a Special Conference shall be restricted to that stated in the requisition for such Conference and to such other business as may be determined by the Board and stated in the notice calling such Conference, or as the Special Conference may by two-thirds majority decide.

### Board to Give Notice

30. The Board shall give not less than 6 weeks notice to Electorates and Regions of the date fixed for the holding of an Annual Conference, but may at its discretion give less than 6 weeks notice of a Special Conference.

### Remits

31. (a) An Annual Conference shall debate remits selected for inclusion in the Conference programme.
- (b) Remits passed by Electorates, Regions, Advisory Groups and Special Interest Groups, or at a Young Nationals Annual Conference shall be submitted to the Policy Consultation Committee. This committee shall be responsible for managing the remit process within the Party. It will consider the merit of remits based on their consistency with the Vision and Values of the Party and whether they fairly reflect the interests and concerns of Party members and Electorates

from time to time. Remits considered to be appropriate for conference debate will be recommended to the Board which shall make the final decision on which remits will be included in the Conference programme. Remits may be referred by the committee directly to a Party Spokesperson or Minister.

- (c) Remits for the Annual Conference shall be circulated directly by the Board to Electorates not less than three weeks before the date of the Conference.

## **GOVERNANCE**

### The Board of Directors

- 32. The affairs of the Party shall be governed by a Board of Directors ("the Board") elected by the members of the Party as provided for in these Rules. The Board will be responsible for the direction and control of the Party's activities and compliance of the Party with the laws of New Zealand. The Board shall be accountable to members for the Party's overall organisational performance.

### Powers and Duties of the Board

- 33. (a) Powers exercised by the Board are subject to the rulings of an Annual or Special Conference. The Board shall be responsible for:
  - (i) Ensuring the Organisational Purpose and Key Operational Objectives of the Party as set out in these Rules are carried out for the benefit of the Party and its members.
  - (ii) The appointing of a General Manager to manage the Party's activities, establishing operational policy for the Party, and approving and monitoring operational plans developed by the General Manager to further the Party's objectives.
  - (iii) In consultation with the Leader and the Parliamentary Section determining the overall strategy of the Party.
  - (iv) Participating in any coalition negotiations and, with the Leader, approving any coalition agreement.

- (v) Ensuring policy created and released by the Party, including an election manifesto, is consistent with the Party's Vision and Values and has been the subject of proper consultation within the Party.
  - (vi) Participating in the candidate selection process and Party list compilation as provided for in these Rules.
  - (vii) Appointment of an Auditor.
  - (viii) Organising meetings of Electorate Chairs and other groups within the Party, as it thinks fit or as a majority of regions request.
- (b) The Board shall have full responsibility for the finances of the Party. It shall have the power after receiving input from Regional Councils to set electorate levies and recommend membership subscriptions and to deal with the business and property of the Party. All Electorates are required to file their annual accounts directly with the Board and the Board shall operate one consolidated set of accounts above Electorate level.
- (c) The Board may issue such directions consistent with these Rules as may be necessary or expedient to serve the interests of the Party, or be conducive to the welfare of the Party, or which may be necessary or expedient to promote or enhance or preserve the interests, order or governance of the Party, and generally to do or undertake on behalf of the Party any act, matter or thing that the Party, were it a natural person, have the power to do or undertake.

## Report to Members

34. The Board shall provide, prior to an Annual Conference a written report to delegates of its activities in the previous financial year. This shall include a review of Party activities, membership, fundraising, financial performance (excluding campaign financing), policy processes and policy approvals, and a report on campaign development, candidate selection, and election campaigning. The agenda for the Annual Conference shall include a time for discussion of the report.

## Constitution of the Board

35. (a) The Board shall comprise nine persons being:
- (i) Seven members elected by the Party at its Annual Conference, one of whom shall become the President of the Party;
  - (ii) The Leader of the Party;
  - (iii) One member of the Parliamentary Section of the Party elected by the Parliamentary Section in accordance with its own procedures.
- (b) Candidates for the positions of the seven or such lesser number of vacancies available for Board Members shall be nominated by electorates. Nominations for such positions on the Board as are available shall be submitted to the Board no less than 6 weeks before the Annual Conference.
- (c) Each electorate shall be entitled to make one nomination. Electorates may nominate persons resident outside of the Electorate or Region. Candidates must receive the nomination of not less than two electorates to qualify to stand for election.
- (d) The Board shall establish a Board Appointments Committee prior to each election of Board members. Membership of the Committee shall consist of any of the elected members of the Board who are not standing for office at that election together with co-opted members appointed by the Board to provide a Board Appointments Committee of not more than seven members.
- (e) The Board Appointments Committee shall interview each candidate for membership of the Board and shall conduct such other investigation and shall obtain such information as shall be necessary to satisfy itself as to the suitability of each candidate for election to hold office as a member of the Board and shall certify to the Board as to the candidate's suitability, in its discretion. Such certification shall be a pre-requisite to the entry of the name of a candidate upon the Ballot Paper. A candidate will be excluded who is bankrupt,

has a criminal record (other than a traffic offence), who is disqualified as a director under the Companies Act or whose candidacy, in the opinion of the Board Appointments Committee, would be detrimental to the Party. The Board and the Board Appointments Committee shall not be required to give any reason for excluding a candidate.

- (f) The election of the Board Members, other than the Caucus Members, shall be undertaken at the Annual Conference. All qualified candidates shall be entitled to make a presentation to the delegates at the Conference not exceeding five minutes (or such lesser time as the Board, other than those members standing for re-election, shall determine as being reasonable in the circumstances).

### Voting for Board Members

- (g) Delegates shall vote for the Board candidates at the completion of presentations. The ballot voting shall be conducted by way of a ranked preferential ballot as follows:
  - (i) A voting paper shall be distributed with each candidate listed in alphabetical order.
  - (ii) Each delegate shall be required to number the candidates in order of that delegate's preference. Every candidate must be ranked in order for the ballot to be valid. The Scrutineers shall count the first preference vote for each candidate and the candidate who obtains more than 50% of the valid first preference votes shall be the top-ranking candidate.
  - (iii) If no candidate obtains that number of votes, the candidate with the lowest number of first preference votes shall be removed from the ballot. The next highest preference votes expressed by those who voted for the removed candidate shall be allocated to the remaining candidates. This process will be repeated until one candidate obtains more than 50% of the valid preference votes and they shall be the top-ranking candidate.
  - (iv) A new count will then commence to determine the

second-ranked candidate. Commencing again with the first preference votes for all candidates, the highest-ranking candidate will be removed and their second preferences will be allocated to the remaining candidates. A candidate who then obtains more than 50% of the votes shall be declared the second-ranked candidate. If no candidate achieves that number of votes the process outlined in (iii) is used until one candidate does obtain more than 50% of the votes. They are then declared the second-ranked candidate.

- (v) The above procedure in (iv) is repeated until all candidates are ranked.
- (vi) In the event of a tie at any stage of the vote counting, a casting vote cast by the Chair of the meeting shall choose between any tied candidates with the candidate ranking lowest being eliminated for that stage.
- (h) The result of the ballot shall be modified on counting as follows to provide that at least one elected board member shall be primarily resident in each of the following geographic zones of the country: the Northern Region, the combined Central North Island and Lower North Island Regions, and from the South Island.  
  
If, as a result of retirements prior to an election, there is no continuing member from any one or more of the three zones, then the highest ranked candidate from that zone(s) shall be declared elected first. The remaining elected positions shall be filled by the other candidates on the ballot in order of their ranking by votes secured.
- (i) Board members shall be elected for a term of two years and shall then retire and be eligible for re-election.
- (j) Not less than three elected Board Members shall be required to retire each year. If less than three Board Members are approaching the end of a two year term and thus required to retire pursuant to this Rule, then the identity of the remaining Board Member or Members who shall retire will be determined

by who has held office longest amongst those remaining Board members. For avoidance of doubt, the President is a Board member for the purposes of this process.

### Disqualification

36. The President and Members of the Board, (other than the Leader and Board member elected by the Parliamentary Section), shall not be a Member of Parliament or a paid employee of the Party.

### Vacancies

37. (a) Any member of the Board absenting himself or herself from three consecutive meetings without having been granted leave of absence by the Board shall forfeit his or her seat. A member may resign at any time.
- (b) Any casual vacancies occurring in elected membership of the Board shall be filled by the Board making an appointment effective until the next Annual Conference, at which time the appointee will retire and may stand for election by the delegates.
- (c) If any casual vacancy means that no elected member remains on the board from one of the zones described in Rule 35 (h), the Board shall fill that casual vacancy by appointment of a suitable person resident in that zone.

### President

38. (a) The Board shall at its first meeting following the annual Board election at the Annual Conference elect one of its members who is not a member of the Parliamentary Section of the Party to be President of the Party. The first meeting shall be held prior to the conclusion of the Annual Conference, and the President shall be announced to the conference before the conclusion of the conference.
- (b) If a vacancy occurs or the President is incapacitated, the Board shall elect one of its members who is not a member of the Parliamentary Section to be President until the conclusion of the next Annual Conference.

- (c) The President shall chair the Board.
- (d) The President and the Leader shall have the right to attend any Party meeting including Caucus.

## Board to Appoint a General Manager

- 39.
- (a) The Board shall appoint and may dismiss a General Manager and may determine his or her remuneration, conditions of employment and duties.
  - (b) The General Manager shall be the Secretary of the Party for the purposes of the Electoral Commission's requirements but the Board may appoint some other person to the position of Secretary of the Party at any time.
  - (c) The General Manager shall be accountable to the Board for the management of the affairs of the Party and shall have responsibility for the day to day management of the affairs of the Party and for the engagement, management and dismissal of all employees of the Party including Regional Coordinators.
  - (d) The Board may delegate to the General Manager particular authority and revoke the same, at any time.

## Meetings of the Board

- 40.
- (a) The Board shall determine the date, time, and place of its meetings. The President may at any time convene a special meeting of the Board and the General Manager shall on a requisition of not less than half of the members of the Board forthwith proceed to convene a special meeting of the Board.
  - (b) The requisition must state the objects of the meeting, and must be signed by the requisitionists and delivered to the General Manager.
  - (c) If the General Manager does not within 48 hours from the date of the delivery of the requisition proceed to convene a meeting to be held within 10 days from the delivery date, the requisitionists or any of them representing more than half of them may themselves convene a meeting.



- (d) The President shall preside as Chair at any special meeting convened by requisition or if he or she is not present within 15 minutes after the time appointed for the holding of the meeting or is unwilling to act, the members present shall choose one of their number to be Chair of the meeting.

#### Committees of the Board

- 41. The Board may from time to time appoint Committees for such purposes (including delegation of powers) as it may determine. The Committees shall comprise such suitable person or persons as it thinks fit, provided that the Chair and a majority of the members of the Committee shall at all times be members of the Board. Every such delegation and term of the committees shall be revocable at will and the duration of such Committees shall not extend beyond two years, but the term may be extended by the Board in exceptional circumstances.

#### Standing Committees

- 42. There shall be two Standing Committees of the Party appointed by the Board which shall be known as the Rules Committee and the Policy Consultation Committee.

#### Rules Committee and Rule Changes

- 43.
  - (a) The Chair of the Rules Committee shall be appointed by the Board at its first meeting each year following the Party's Annual Conference.
  - (b) Other members of the Committee shall be such members of the Party as the Board shall appoint to the Committee at the same meeting. A spread of membership amongst the Regions will be sought subject to the qualifications of available appointees.
  - (c) The Functions and Powers of the Rules Committee shall be as follows:
    - (i) To provide legal advice and support to the Board and the Party and in particular provide interpretations of the Rules. The Rules Committee shall provide legal

advice on electoral matters and the responsibility of the Party and its candidates in elections.

- (ii) For any proposed amendment or addition to the Rules it shall be submitted through the Board to the Rules Committee or may be initiated by the Rules Committee.
- (iii) The Rules Committee may from time to time submit its recommendations upon any amendment or addition, which it considers desirable, to the Board.
- (iv) The Board may adopt, reject or refer back to the Rules Committee all or any of the amendments or additions recommended.
- (v) For any amendments or additions to the Rules however submitted, the Board shall refer the proposals to each Regional Council. Regional Councils shall be given a two month period to respond to the proposals. The Board will consult with any Regional Council which proposes amendments to the proposals or opposes the proposals, before making a final decision (the Board's decision).
- (vi) Any Region which is dissatisfied with the decision of the Board with regard to any proposed amendment or addition to the Rules may within a period of two months from the date of such decision, appeal to the Annual or a Special Conference. The decision of the Annual or Special Conference shall be final and incorporated into the rules. If no appeal is received by the Board within a period of two months from the date of the Board's decision then such decision shall be final and incorporated in the Rules.
- (vii) If an appeal is received within the period of two months any such decision shall not take effect until the appeal is dealt with and determined by the Annual or Special Conference. The Board shall circulate details of any appeal, with any comments it may think desirable, to the other Regions.

- (viii) Copies of all amendments and additions which have taken effect shall be forwarded by the Board to all Regional Chairs and Electorate Chairs for discussion and all officers and officials of the Party without delay.
- (ix) The President shall advise the Commissioner of Inland Revenue of any proposed change to Rule 14 (b) or Rule 14 (c).

## **YOUNG NATIONALS**

44. There shall be a Young Nationals section governed by these Rules with particular conditions as agreed by the Board from time to time.
- (a) Young Nationals may hold an annual conference to elect a President, Vice President and other Officers, to pass remits, generally consider policy and other issues within the Party. Participation shall be open to all Young Nationals in Electorates or Regions.
  - (b) The functions and powers of the Young Nationals Section shall be to advise the Board on matters relating to Young Nationals and other young people and to encourage young people to participate within the Party.
  - (c) Membership of the Young Nationals shall be as provided for in Rule 10 and Young National groups may form Branches in Electorates or Regions.
  - (d) Young Nationals within a Region shall be entitled to select up to five delegates from each Region for an Annual or Special Conference. For every multiple of 200 Young National financial members in a Region at 31 December in the previous year, the Region shall be entitled to two further delegates. Membership shall be as verified by the General Manager. The President and Vice President of Young Nationals who are not delegates under this clause shall be entitled to full delegateship.
  - (e) The Young Nationals shall provide annually, or upon request, to the General Manager details of their financial membership, financial supporters and supporters.

## POLICY

### Approval

45. (a) The Board shall approve for release all policy, whether prepared by the Parliamentary Section or otherwise.
- (b) The Board shall approve policy for release unless it is inconsistent with the Party's Vision and Values or in the Board's opinion there has been insufficient consultation with the Party Membership, including the Parliamentary Section.
- (c) If the Board does not approve policy for release it shall refer the policy back to the Parliamentary Section or the originator for either revision or further consultation.
- (d) The Board shall provide a summary of its proceedings in regard to policy approval as part of its written Annual Report to the membership of the Party.

### Policy Consultation Committee

46. (a) The Board shall instruct the General Manager to create and maintain a Policy Consultation Committee consisting of:
- The General Manager;
  - The Regional Policy Chairs;
  - The Parliamentary Section Policy Coordinator; and
  - One Senior Parliamentary Section Member (Deputy Leader or Chief Whip)
- (b) The Board shall appoint a Chair for the Committee who will either be one of the members who is not a member of the Parliamentary Section or be an appointed additional member of the Committee at the Board's discretion.
- (c) The functions and powers of the Policy Consultation Committee shall be:
- (i) To ensure policy consultation between all Parliamentary Section spokespersons and Party Members occurs regularly and in a substantive manner;

- (ii) To ensure appropriate consultation occurs on discussion papers, policy papers, substantial policy changes and new policy;
  - (iii) To facilitate the flow of policy material from Members, Regional Policy Committees and Electorate Policy Committees (if any) to the Parliamentary Section and spokespersons; and
  - (iv) To manage the remit process as provided for in Rule 31.
- (d) The General Manager shall report not less than monthly to the Board on the fulfilment of the above functions, and the Board will use that information to assist in its determinations in respect to Rule 45 (b).

#### Policy Advisory Groups

47. (a) Policy Advisory Groups, (Advisory Groups) comprising groups of Members with a particular policy interest or particular common background that affords them a particular view on policy issues within the Party, may be set up as provided in this Rule.
- (b) Each Advisory Group shall be charged with encouraging people outside the Party and supporters who could belong to the Advisory Group to join the Party and enhance the contribution to policy formation as Members of the Advisory Group within the Party.
- (c) An Advisory Group shall be created by application in writing to the Board who shall approve or decline an application based on whether or not the application meets the Board's published criteria, at the Board's absolute discretion.
- (d) The Parliamentary Section's relevant spokesperson shall co-Chair any Advisory Group along with an elected Chair of the Advisory Group. The spokesperson shall use the Advisory Group as a primary method of consultation with the Party in that policy area.
- (e) An Advisory Group may raise funds on its own account to run

its affairs and conduct research in its policy area provided that it states such fundraising is for that purpose. In the event of the Advisory Group going into recess, any such funds raised in this manner shall belong to the Party and be subject to the control of the Board as to their use and disposal. An Advisory Group shall submit a statement of financial accounts to the Board annually.

- (f) Members shall be entitled to join any number of Advisory Groups and no compulsory fee shall be payable to belong to an Advisory Group, beyond their Party membership fee.
- (g) All Advisory Groups shall report to the Board through the General Manager at such times and in such manner as the Board shall determine and shall in addition report annually to the Board about its activities in the past year, including providing its audited accounts, to ensure that it continues to operate and to meet the criteria for its establishment. The provisions of Rule 7 providing for membership based on residence in a particular Electorate will continue to apply to any member of such a Group as far as voting and other membership rights are concerned.

#### Special Interest Groups

- 48 (a) Special Interest Groups, comprising Members and Supporters who share a common background, philosophy, identity or set of interests within the Party, may be set up to pursue their stated interests within the Party as provided for in this Rule.
- (b) A Special Interest Group, known as 'SIG', shall be established by application in writing to the Board which shall approve or decline an application at the Board's discretion. The SIG must demonstrate to the Board that its activities contribute positively to the Party's brand, policy programme, objectives, finance and membership and the Vision and Values of the Party. The Board may disestablish a SIG at any time in its discretion.
- (c) Each SIG shall operate as a membership and supporter group to engage and attract National supporters outside the Party. Members of a SIG may join the Party as either a member, or a financial supporter or supporter, to enhance the overall

objectives of the SIG within the Party.

- (d) Being a member of a SIG does not entitle that person to voting unless that person is a member of the Party within an electorate. Members shall be entitled to join any number of SIGs and no compulsory fee shall be payable to belong to a SIG, beyond their Party membership fee.
- (e) Each SIG shall be required to conduct an Annual General Meeting, to be held prior to 30 April in accordance with Rule 68 (a). In the case of a new SIG the Board may appoint a Chair or office-holders at the Board's discretion until a General Meeting can be held to elect office-holders.
- (f) A SIG may raise funds (subject to Rule 13 (b)) to manage its affairs and support the Party. All information relating to a SIG's accounts, expenses, and donations received shall be recorded in the manner required by the General Manager and made available to the General Manager upon request. Any such funds held by the SIG shall belong to the Party and be subject to the control of the Board. Each SIG shall submit a statement of Office Holders and financial accounts to the Board annually.
- (g) An Executive Committee of a SIG shall be formed at the AGM to manage the Group's affairs. The composition of this Committee shall be decided annually at the AGM, but may include a National Chair, Treasurer, Secretary and other officers as decided at the AGM.
- (h) The SIG, with approval of the Board, may form Regional Groups which may also be represented on the Executive Committee of that SIG. The Regional Groups may each have a Chair, and a committee to manage their affairs, and hold an AGM to elect their officers. The Regional Group will be subject to the supervision and direction of the National Executive committee of the SIG.
- (i) SIGs may apply to the Board to appoint voting delegates for representation at Annual Conferences. The Board shall consider each application on its merits at its discretion for up to a maximum of ten delegates per group and will review such Annual Conference representation eligibility annually.

- (j) A Regional Group of a SIG (if any) may apply to its Regional Council to appoint voting delegates to the Annual Regional Conference. The Regional Council shall consider each application on its merits at its discretion for up to a maximum of ten delegates per group and will review such Annual Conference representation eligibility annually.
- (k) All SIGs shall report to the Board through the General Manager at such times and in such manner as the Board shall determine and shall in addition report annually to the Board in respect of their activities. Such reports shall include accounts properly prepared and reviewed by a suitably qualified person. Accounts shall be audited as required by the Board to ensure that it continues to operate and to meet the criteria for its establishment. The Board reserves the right to undertake an internal audit on any unaudited accounts.

## REGIONAL STRUCTURE

### Areas Defined

- 49. Electorates within a particular geographical area will be grouped together as Regions of Electorates to:
  - (a) Assist each other and provide a regional political focus for Party activities;
  - (b) Support weaker Electorates within the geographical area;
  - (c) Co-ordinate local policy consultation; and
  - (d) Assist with candidate selection and ranking of list candidates in the Region.

### Boundary Changes

- 50. With the prior approval of 75% of the Electorates within a proposed new Region, the number of Regions may be altered, by the Board. Each Region is to be of a sufficient size to:
  - (a) Provide a diversity of experience to be shared within each Region;



- (b) Ensure that there are sufficient well organised and strong Electorates within each Region to support those Electorates within that Region who are not so well organised or of comparable strength;
- (c) Support a Regional Conference;
- (d) Justify at least a part time co-ordinator to be provided by the Party;
- (e) Ensure that Electorate Officers and Members are able to attend meetings of the Regional Council without undue travelling time and costs.

## Clustering

- 51. Where Electorates within a Region are satisfied that they can better achieve the Vision and Values of the Party by operating collectively rather than separately, they may do so informally with Board consent, provided that each Electorate will continue to retain a separate responsibility for its own membership numbers and fundraising ("clustering").

## Alterations

- 52. The Regions within which Electorates are included may from time to time be altered by the Board, taking into account, but not limited to, the factors listed in the foregoing Rule 50.

## Regional Councils

### Constitution of Regional Councils

- 53. A Regional Council shall be established in each Region. Subject at all times to such directions which it may receive from the Board and its Annual Regional Conference, a Regional Council may undertake the functions which are beneficial to, and in the best interests of the Party in the Region. The Council shall be chaired by the Regional Chair and its other members shall be:
  - (a) All Electorate Chairs in the Region;
  - (b) The Chair of the Regional Young Nationals Committee; and

- (c) Such other additional persons who may be co-opted to be members of the Regional Council provided that the Electorate Chairs in the Region must at all times comprise the majority of the voting members of the Regional Council.
- 54. Unless otherwise decided by the Regional Council, its members shall hold office until the termination of the next succeeding Annual Regional Conference, at which their successors are elected or they are re-elected or co-opted.
- 55. Any Member of the Party within a Region may attend any meeting of the Regional Council as an observer unless it is specifically restricted to members of that Regional Council, in which case the reason for such restriction must be stated and justified if necessary to the Board. Any decision of the Board in respect of any such restriction shall be final and binding on the Regional Council.
- 56. A delegated member of the Board shall attend meetings of the Regional Council at least quarterly to provide a direct link between the Region and the Board.
- 57. Within a Region members may, with the approval of the Regional Council, establish groupings with like-minded member interests for effective dealing with those interests in addition to a Regional Policy Committee and a Regional Young Nationals Committee. The groupings will have no standing unless otherwise specified in these Rules.
- 58. The Regional Chair shall have the right to attend and speak at any Party meeting within the Region. The Regional co-ordinator may also attend any such meeting.

## Annual Regional Conferences

### Time & Place

- 59. Each Region shall hold an Annual Regional Conference before 15th June in each year, and Special Regional Conferences may be held, in such places and at such times as a Regional Council shall decide.

### Powers & Functions

- 60. (a) A Regional Conference shall comprise the members of the

Regional Council, delegates from Electorates, the maximum number of whom, excluding the Electorate Chair, shall be determined annually by each Regional Council for its Regional Conference, including representatives from the Regional Young Nationals' organisation (to the same number as determined for an Electorate), National Members of Parliament and members of the Board who are Members in the Region together with Chairs of any Standing Committee who are Members in the Region and confirmed candidates.

- (b) All persons who are entitled to attend and to participate fully in the business of a Regional Conference must register as such and all registrations must be received by the Regional co-ordinator no later than the time of the commencement of each respective Regional Conference as a pre-requisite to their right to attend and so participate. Each Regional Council may at its discretion grant delegate representation at Regional Conferences to Regional Special Interest Groups up to a maximum of ten delegates per group.
- (c) Annual Regional Conferences are empowered to elect the Regional Chair who will be the Chair of the Regional Council, debate remits and policy and consider such other general business as may be decided by the Regional Council for each Annual Regional Conference. A written report to members shall be given of the activities of the Regional Council.
- (d) A Regional Conference is empowered to undertake the ranking of the Regional nominees for the Party List and Rule 129 shall apply for that purpose.
- (e) The Regional Chair or his/her nominee shall provide a report of the Regional Conference to the Board within one (1) month following the Conference.
- (f) The Regional Chair will provide a liaison role between the Region and the Board.

61. At each Annual Regional Conference there shall be elections for the following:

- (a) The Chair;

- (b) The Chair of the Regional Policy Committee (who shall also be the regional representative on the National Policy Consultation Committee);
- (c) Representatives to the number applicable to the Region to the List Ranking Committee; and
- (d) Such other officers as the Conference may decide.

## **ELECTORATE STRUCTURE**

### Electorate Committees and Electorate Executives

#### Constitution of Electorate Committees

- 62 In each constituency the Electorate shall resolve to elect at its Annual General Meeting an Electorate Committee to be known as the 'Electorate Committee'. The Electorate Committee shall be composed of either:
- (a) Representatives elected by Branch Committees (including Young Nationals Branches) from their own members, being one current financial member for every complete ten members of the branch's membership and one extra delegate for a further six (6) or more members using the branch's membership, including any approved new members, as at the date of the branch AGM, with power to the Electorate Committee to co-opt up to six (6) additional members. All members of the Electorate Committee shall have full speaking and voting rights; OR
  - (b) Current financial members of the Electorate elected at the Annual General Meeting of the Electorate which may include all current financial members who have put in an apology prior to the resolution being taken. The Annual General Meeting is open to attendance by all current financial Members of the Electorate who shall have full speaking and voting rights. The size of the Electorate Committee shall be determined by the Annual General Meeting.

#### Duties of Committees

63. The functions of an Electorate Committee shall be to facilitate and

give effect to the Vision and Values of the Party in the Electorate and to carry out the Key Operational Objectives of the Party in the Electorate.

64. Essential functions of an Electorate Committee shall include:
- (a) The enrolling of members of the Party, the collection of contributions to Party funds and the issuing of official receipts for membership;
  - (b) The arrangements for the selection of constituency candidates for every general election and by-election;
  - (c) The provision of satisfactory funding and an efficient organisation to work for the election of official Party candidates; and
  - (d) Raising funds and conducting political and social activities to enhance and strengthen the Party in the Electorate.
65. Each Electorate Committee shall produce to the Board:
- (a) Within fourteen days of their adoption by the Annual General Meeting of the Electorate a copy of the Annual Accounts of the Electorate properly prepared and reviewed by a suitably qualified person. The accounts provided to the Board shall be audited as required by the Board. The Board reserves the right to undertake an internal audit on any unaudited accounts; and
  - (b) At the end of each month all details relating to the current financial membership. The record of membership held by the Board shall be the official membership list for the Party as certified by the General Manager.

#### Tenure of Committees

66. Members of an Electorate Committee shall hold office from the termination of the meeting at which they are appointed until the termination of the next Annual Meeting at which their successors are elected or they are re-elected or re-co-opted.

## Unitary Electorates

67. (a) An Electorate Annual General Meeting may by majority vote of all members present determine that the Electorate will operate without Branches. Such an Electorate shall be known as a "Unitary Electorate" and shall operate under Rule 62 (b) and references to Branches in these Rules shall not apply to such electorates.
- (b) In a Unitary Electorate members may, with the approval of the Electorate Committee, form informal groupings with the aim of encouraging membership and participation in the Party.
- (c) The option of operating as either a Unitary or a Branch based electorate may be considered at any Annual General Meeting, if the Electorate Executive or at least ten percent (10) of the Members ask for a vote on the matter.

## Electorate Annual General Meetings

68. (a) Each Electorate shall hold its Annual Meeting no later than ~~30th April~~ 7th June in each year, unless the Regional Council determines otherwise. Not less than 14 days notice shall be given to members of the time, date and place of the Electorate Annual Meeting. Notice of the Annual Meeting may be given by newspaper advertisement and / or email, or post and any other appropriate means.

## Election of Officers

- (b) At such Electorate Annual General Meetings, elections for the following positions shall take place:
- (i) Chair of the Electorate;
  - (ii) Such other officers of the Electorate as may be deemed desirable or expedient including the Electorate Secretary;
  - (iii) Representatives to Regional Conferences;
  - (iv) Delegates to the Annual Conference of the Party;

- (v) The Electorate's four members of its pre-selection committee and the four substitutes as required under Rule 98(d); and
  - (vi) Representatives to any Regional Committees that are notified;
  - (vii) Nominees for membership of the List Ranking Committee; and
  - (viii) Nomination to the Board (optional).
- (c) Members standing for Electorate office must be members of the Electorate whether by residence or transfer.

#### Nominations for Offices

- (d) An Electorate Committee may, at its discretion, require that prior to the Annual Meeting, nominations in writing be called from Branch Committees (if applicable), or from members in the case of unitary electorates, for the offices of Chair, Deputy Chair and delegates to the Annual Conference. If nominations in any case exceed the number of vacancies, the selection will be decided by ballot at the Electorate Annual Meeting, provided however, if the Electorate Committee receives less than three (3) written nominations it may allow nominations to be accepted from the floor (in its absolute discretion).

#### Time and Place of Meetings

- 69 Each Electorate Committee and/or Executive Committee may determine the date, time and place of its meetings, such meetings to be held not less frequently than at quarterly intervals.

#### Right to Attend Meetings

70. Chairs and Secretaries of Electorate Committees have the right to attend any Branch Committee or Executive Committee or other meeting within their respective Electorates. All current financial members of the Electorate are entitled to attend any Electorate Committee meeting unless the Electorate Chair determines that a meeting should be restricted or closed.

## Forfeiture of Membership

71. Any Electorate Committee member absent from three (3) consecutive meetings, without having been granted leave of absence by the Electorate Committee, shall forfeit his/her seat. The Electorate Committee may reinstate a member who has forfeited his/her seat, but otherwise shall fill the vacancy pursuant to Rule 22.

## Electorate Executive

72. Each Electorate Committee may by resolution, delegate its powers, or any portion of its powers to an Executive Committee, to be known as the "Electorate Executive", to act between meetings of the Electorate Committee provided that such Executive Committee shall comprise only members of the Electorate Committee. The Electorate Executive shall have power to co-opt additional members subject to any limit imposed by the Electorate Committee.

73. Rule not allocated

## Rights of Members of Parliament

74. The National Member of Parliament for the Electorate and a National List Member of Parliament who is a member in the Electorate shall be entitled to attend all Electorate Committee meetings and shall be a member of the Electorate Committee.

## Branches

## Formation of Committees and their duties

75. Where Branches are in operation within an Electorate under the guidance of Electorate Committees their principal functions are to facilitate and give effect to, the objects of the Party as defined in these Rules. An essential duty is the enrolment of members and collection of membership subscriptions and funds. All membership subscriptions and funds collected by Branches shall be accounted for and paid to Electorate Committees as the Electorate Committee may direct. All details relating to the current financial membership as at the end of each calendar month together with reports on the activities of the Branch shall be produced to the Electorate Committee.



## Minimum Size

76. The minimum number of members of the Party to comprise a branch and its boundaries will be fixed by the Electorate Executive and it shall be the duty of the Electorate Committee to ensure that each Branch comprises such membership to ensure that it functions as an effective organisational unit of the Party.

## Annual Meetings

77. (a) Annual meetings of Branches shall be held not later than 31st March in each year, unless the Electorate Executive determines otherwise, and at such meetings the officers and Executive shall be elected and appointments made of representatives to the Electorate Committee.

If Rule 62 (a) applies:

- (b) Such elections and appointments respectively to be made by separate resolutions based on a ratio of one representative for every ten members, and one extra delegate for a further six (6) or so members. Not less than fourteen (14) days notice shall be given to members of the time date and place of the Branch Annual Meetings. Notice of the Annual Meeting may be given by newspaper advertisement or email, or post and any other appropriate means.

## Tenure of Committees

78. Members of a Branch Executive shall hold office from the termination of the meeting at which they are elected until the termination of the next annual meeting at which their successors are elected or they are re-elected.

## Time and Place of Meetings

79. Each Branch Committee may determine the date, time and place of its meetings, such meetings to be held not less frequently than at quarterly intervals unless otherwise determined by the Electorate Executive.

## **WOMEN'S SECTIONS**

80. Women's Sections may be formed under the auspices of Electorate Committees and be accountable to the Electorate Committee.

## **PARLIAMENTARY SECTION**

### Constitution

81. The Parliamentary Section of the Party shall consist of the members of the Party elected to the House of Representatives. Should at any time a member of the Parliamentary Section cease to be a member of the Party he or she shall cease to be a member of the Parliamentary Section.

### Leader

82. (a) The Parliamentary Section shall appoint its Leader as soon as practicable after each General Election.
- (b) If at any time the leadership of the Parliamentary Section falls vacant, the Parliamentary Section shall appoint a Leader to fill such vacancy. Notwithstanding Rule 82 (a), the Parliamentary Section may at any time between General Elections confirm or change its Leader.
- (c) The Leader of the Parliamentary Section shall, upon receiving the approval of the Board, become the Leader of the Party. The Board shall consider such approval as soon as practicable after the appointment by the Parliamentary Section of its Leader.

### Responsibilities

83. The Parliamentary Section shall be responsible for the work and duties of National Members of Parliament and for the organisation of that work.

### Liaison with Organisation

84. It shall be the duty of the Parliamentary Section and of the Party Organisation to keep one another informed on all political matters and to co-operate closely.

## Leader's Right to Attend Meetings

85. The Leader of the Party shall have the right to attend any Party meeting or committee meeting and shall be an ex officio member of the Board.

## CANDIDATE SELECTION

### Method of Selection

86. Constituency Candidates for Parliament shall be selected by a Selection Committee in strict conformity with all the relevant provisions of the following Rules 87 to 118 inclusive.

### Electorate and Board Roles

- 87 (a) The selection of constituency candidates for each and every general election or by-election shall be controlled by Electorate Committees acting under directions from the Board and with assistance from the Regional Council or Regional Chair.
- (b) Rule 87 (a) shall not apply in the event that an Electorate has less than 200 current financial members at the date nominations for selection open. In such Electorates selection of the constituency candidate shall be the responsibility of the Board which shall consult with the existing Electorate Executive about a proposed selection.
- (c) If the Board is undertaking selection then it will form a Selection Committee for that Electorate consisting of three of its non-Parliamentary Section Board Members including the President or their nominee, the relevant Electorate Chair and the relevant Regional Chair. That Committee will advertise for candidates and undertake a candidate appraisal process appropriate for the circumstances. The President or his or her nominee shall chair that Committee.

### Reduction of Notice

88. The periods of notice prescribed in these Rules in connection with the procedure for selection of constituency candidates may be

reduced at the discretion of the Board upon the recommendation of the relevant Regional Council concerned in all cases either where the selection of a constituency candidate becomes necessary within two months before the date of a general election or in all cases of by-elections.

## Candidate's College

89. (a) The Board shall establish a group which can be identified as the Candidate's College ("the College") to identify and prepare potential candidates for selection as Parliamentary Candidates for the Party.
- (b) The Board shall be responsible for selection of personnel for the College who will be both volunteers and members of caucus and will include the General Manager or his nominee. These people will organise and operate the College.
- (c) The purposes of the College are:
- (i) To organise training, advice, support and facilities for potential candidates;
  - (ii) To identify potential candidates;
  - (iii) To enrol potential candidates with the College, who exhibit the skills, experience and commitment to the Party values and policies to make them suitable for candidate selection; and
  - (iv) To assist electorates and the Board in matching electorate requirements for selection of candidates with suitable enrolees of the College.
- (d) Enrolment shall be kept confidential to the Board and the College's organising personnel if requested by an enrolee.
- (e) Enrolees shall be provided with policy information, may participate in training arrangements and other opportunities to gain skill and knowledge to enhance their preparation for selection.
- (f) An enrolee may hold any position (voluntary or paid) in the

Party and participate in usual activities.

- (g) An enrollee may be discharged from the College if the Board consider from an interview and review that the person is unsuitable for continued participation in the College or for candidate selection. A discharge shall be at the absolute discretion of the Board and no reasons need be assigned.
- (h) A current enrollee may seek candidate selection at any time, subject to Rule 94. A member of the Candidates College may disclose on his/her candidate nomination form details of his/ her Candidates Enrolment and details of his/her college attendances.
- (i) Debriefing:  
After an election the participation in the College shall be reviewed by the Board and all enrollees who were candidates but unsuccessful in being elected shall be debriefed on their experience. The Board shall determine whether it is appropriate for an enrollee to continue participation in the College.

#### Candidate Support Group

- 90. (a) Each Electorate Committee may at the Annual General Meeting in the calendar year in which it is expected that the selection of a candidate will occur, determine whether a Candidate Support Group should be formed.
- (b) A Candidate Support Group shall comprise senior office holders or members in the Electorate who declare they will not be standing as candidates and are prepared to act in a non-partisan manner to assist the Electorate in the candidate selection process.
- (c) The Group, if established, shall report to the Electorate Executive and shall have the role of seeking out and supporting suitable potential candidates for the Electorate, in assisting candidates with information, transport, introductions and general familiarisation with the Electorate until the Selection Meeting.

## Board Approval Before Election

91. Subject to Rule 87, any Electorate Committee may, after recommendation by the Regional Chair concerned and approval by the Board proceed with the selection of a constituency candidate for an Election. Before granting approval, the Board must satisfy itself on the following matters:
- (a) the state of the Party organisation in the Electorate;
  - (b) the availability of suitable nominees;
  - (c) the reasons for proceeding with selection at the time proposed having regard to selections approved or proposed for approval in other Electorates; and
  - (d) that any proposal by an electorate to apply "universal suffrage" under rule 114, is feasible in the circumstances.
92. Electorate Committees shall give to members not less than 14 days notice, by newspaper advertisements and other means, of the place, date and time fixed for the receipt of nominations. In the case of by-elections, the notice shall be not less than 7 days. In special circumstances these time limits may, with the approval of the Regional Council, be reduced.

## NOMINATIONS AND QUALIFICATIONS OF NOMINEES

93. (a) Every nominee for selection in any electorate shall have been a financial member of the Party for 12 months immediately prior to the date of nomination and shall be nominated in writing on the forms prescribed by the Board from time to time ("the prescribed forms"), by 10 members of the Party who are resident in the Electorate concerned and have been members of the Party for at least 12 months immediately prior to the signing of the nomination.
- (b) The Board may for good reasons and in particularly exceptional circumstances, which it shall state and determine and provide to the Regional Chair if requested, waive the requirement that a candidate must have been a financial member of the party for at least 12 months immediately prior to the signing of the nomination.

- (c) The Board may for good reasons and in particularly exceptional circumstances, which it shall state and determine and provide to the Regional Chair if requested, waive the requirement that a person nominating a nominee in any electorate must have been a financial member of the Party for at least 12 months immediately prior to the signing of the nomination.
- (d) Every nominee for selection in a Maori Electorate shall have been a financial member of the Party for 6 months immediately prior to the date of nomination and shall be nominated in writing on the prescribed forms by 10 members of the Party and who have been members of the Party for at least 6 months prior to the signing of the nomination.
- (e) The Board may for good reasons and in exceptional circumstances, which it shall state and determine and provide to the Regional Chair if requested, waive the requirement that a nominee in a Maori Electorate must have been a financial member of the Party for 6 months immediately prior to the signing of the nomination.
- (f) The Board may for good reasons and in exceptional circumstances, which it shall state and determine and provide to the Regional Chair if requested, waive the requirement that a person nominating a nominee in a Maori Electorate must have been a financial member of the Party for at least 6 months immediately prior to the signing of the nomination.
- (g) Every nominee shall be required to complete fully in writing the forms prescribed by the Board from time to time and the prescribed forms shall be lodged as provided in the advertisement calling for nominations. These forms shall include completion of a "Party Rights Agreement" dealing with the Party's intellectual property, and confidential information.
- (h) The forms shall be modified as appropriate in the case of a by-election.
- (i) A paid officer of the Party shall be eligible for selection as a candidate if expressly approved on application by the Board subject to Rule 96.

## Final Approval of Nominations vested in Board

94. (a) Within 3 clear days of the date of closing of nominations, the Electorate Secretary or Regional Coordinator shall forward to the General Manager the prescribed forms for nominees together with any remarks the Electorate Executive and the Regional Chair wish to make about each nominee.
- (b) The Board shall consider the material submitted and shall have an unfettered discretion to approve or disapprove a nomination received. The Board may undertake an investigation on its own behalf of any candidate but shall not be bound to interview a nominee it rejects or assign any reason for rejection. The Board shall forthwith on a decision being made communicate it to the Electorate.
- (c) Nothing in these Rules shall derogate from the right of an electorate (subject to rule 87) to select a candidate from whomever is approved to stand, including a person challenging a sitting Member of Parliament.

## Approval to be Notified

95. The Electorate Committee shall without undue delay notify nominees whether or not the Board's approval has been given to their candidature.

## Nominees Being Officers of the Party

- 96 (a) Any member of the Party who holds an elected office in an electorate or is a paid officer in any position, who is approved as a nominee, shall on such approval being given, be automatically suspended from the position, until final selection is made in the Electorate.
- (b) That suspension from office should apply only to offices and activities within the particular Electorate in which the selection is taking place.
- (c) In the case of any such officer, the following provision shall be added to his or her nomination paper: "I agree to refrain from taking part as an officer in the National Party in the ..... Electorate organisation for the period from this date until



final selection is made.”

- (d) This Rule shall not operate to preclude a nominee for selection, whether or not he or she be an officer of the Party, from being appointed a delegate to a Regional or National Annual Conference, or any Special Conference, nor from attending any such Conference as a delegate or ex-officio and speaking and voting at such Conference.

#### Sitting National Member of Parliament

- 97. (a) If after the date of closing of nominations and subject to Rules 87 and 94, a sitting National Member of Parliament is the sole nominee for selection, and that nominee has been approved by the Board, subsequent confirmation or approval of the nomination by either a pre-selection committee, or selection committee, or electorate committee shall not be required. Such sitting National Member of Parliament shall be deemed to be the selected Constituency Candidate for that Electorate.

#### Withdrawal of Candidate in Single Nomination

- (b) If after the date of closing of nominations, and subject to Rules 87 and 94, and before the final selection is made, any Constituency Candidate withdraws his or her name from nomination for selection, or if only one Constituency Candidate is nominated, (not being a sitting National Member of Parliament), the Electorate Committee may postpone the selection and call for fresh nominations in accordance with the provisions for selection contained in these rules. If the Electorate Committee does not postpone the selection, then the Constituency Candidate shall be interviewed by the pre-selection committee pursuant to Rule 98.
- (c) If the single Constituency Nominee is considered by the pre-selection committee to be a suitable nominee to be a National Member of Parliament, then the following shall apply:
  - (i) A meeting of the Electorate Committee shall be convened, such meeting being open to attendance by all current financial members of the electorate, who shall have full speaking and voting rights.

- (ii) Reasonable notice of such meeting of the Electorate Committee shall be given to the current financial members of the Electorate, which may be way of advertisement, by public notice in a local newspaper and by other means.
- (iii) The place, date and time fixed, for such meeting, together with a copy of the biographical notes submitted by the approved nominee with his or her nomination form, shall be dispatched by the Electorate Secretary or Regional Coordinator to all members of the Electorate Committee not less than 3 days prior to the date of such meeting and to those financial members who advise the Electorate Secretary of their intention to attend such meeting, prior to the commencement of the meeting.
- (iv) The Electorate Committee shall give reasonable notice to the approved Nominee of the place, date and time fixed for the Electorate Committee meeting referred to in Rule 97 (c) (i) and invite such Nominee to be present for the purpose of meeting the members of the Electorate Committee and the current financial members present, addressing such meeting and answering questions.
- (v) At the beginning of the meeting, the Chair, (who shall be the Electorate Chair or his or her nominee), shall ensure that a quorum of the Electorate Committee as determined by Rule 19 is present. If a quorum is not present the meeting shall be adjourned and the meeting reconvened at a subsequent time, date and place after the periods of notice as provided in Rules 97 (c) (iii) (iv) and (v) of such reconvened meeting, have expired. If a quorum is not present at the re-convened meeting those members of the Electorate Committee present shall constitute a quorum.
- (vi) After the Chair is satisfied that the Nominee has met and heard from the members present, has addressed the meeting, and answered questions either submitted in writing or taken from the body of the

meeting, (the number being at the discretion of the Chair), the meeting shall be asked to resolve whether or not the nominee is endorsed, (by ballot), as a selected Constituency Candidate for the electorate.

- (vii) The resolution of the meeting endorsing the candidacy or otherwise, shall be effective forthwith if passed by a majority of those present and voting.
- (viii) Rule 102 and Rule 103 (a), (b) and (c) shall not apply where Rule 97 (c) applies.

## Pre-selection Committee

- 98. (a) A pre-selection committee shall be convened in all Electorates at the closing of nominations, subject to Rule 97 (a).
- (b) The purpose of the pre-selection committee is to:
  - (i) Conduct in depth interviews and reference checks with the approved nominees;
  - (ii) In the event that there are more than five approved nominees, then to reduce the number of nominees to five (including the sitting National Member of Parliament if approved as a nominee by the Board); and
  - (iii) Exclude from further consideration in the selection process those nominees who are considered unsuitable to be National Members of Parliament; and
- (c) The Committee shall be convened by the Electorate Chair after receiving notification from the Board that the provisions of Rule 94 have been satisfied, unless the last paragraph of Rule 98 (a) applies.
- (d) The composition of the pre-selection committee shall be as follows:
  - (i) It shall number nine (9) members of the Party;
  - (ii) It shall be chaired by the Electorate Chair or a person

acting in that capacity, if the Electorate Chair is a nominee or is incapacitated;

- (iii) There shall be four (4) persons elected for this purpose at the preceding Annual General Meeting of the Electorate; and
- (iv) There shall be two persons appointed by the Regional Chair who are not members of the Electorate concerned and a further two persons appointed by the President who are not members of the Electorate concerned (except in the case that the Regional Chair or President is himself/herself appointed).

#### Substitute Members of Pre-Selection Committee

- (e) In addition to the four persons elected under the foregoing subclause (d) (iii), the Electorate shall elect at its preceding Annual General Meeting four substitute members of the pre-selection committee in a stated order of precedence to replace the members on the committee if any or all of such members are unable to participate.

If substitutes were not elected at the Annual General Meeting or insufficient numbers are available to fill the number required, under the foregoing subclause (d) (iii), then the Electorate shall elect such number of members as are necessary.

- (f) Notwithstanding the provisions of Rules 38 (c) and 85, excepting where a Regional Chair or the President is a nominee to the pre-selection committee, no persons other than those stipulated in sub-paragraph (d) and the General Manager and Regional Coordinator may attend the pre-selection committee meeting.
- (g) Not less than seven days notice will be given to each approved nominee and to members of the pre-selection committee of the place, date and times fixed for interviewing nominees.
- (h) During its interview of nominees the pre-selection committee shall include questions supplied by the Board distributed to Electorates for each election but the pre-selection committee shall not be limited to such questions, or to questions relating

to the matters contained in the prescribed forms.

#### Nature of Nominee Interview

- (i) The Committee shall undertake a comprehensive questioning and appraisal of the nominees to determine suitability and may either discuss Members views between interviews or at the conclusion of interviews and before decisions are made. The interviews shall in particular determine the understanding and acceptance by nominees of the Vision and Values of the Party and a close examination of the nominees commitment to the Party and the organisation. Pre-Selection Committees shall have made checks of a nominees background and of the referees provided.
- (j) If the pre-selection committee's decisions are not unanimous, a secret ballot shall take place on a progressive voting system.

#### Confidentiality of Proceedings

- (k) The proceedings of the pre-selection committee shall be confidential to the participants. Every person participating including each nominee shall sign an undertaking to keep the proceedings confidential. The Chair however is authorised to report to the electorate committee on how the meeting was conducted. Nothing in this section shall prevent the nominees of the Regional Chair or President commenting to their appointer on the meeting and the merits of the nominees.
- (l) No later than the day following the pre-selection committee meeting the Regional co-ordinator shall notify the nominee of the results of the deliberations.

#### Nominees to be supplied with Delegate Lists

- 99. The Electorate Secretary or Regional co-ordinator shall provide to pre-selected nominees a list of all voting delegates to the selection committee as are then known as soon as possible after all nominees have been notified of the results of the deliberations of the pre-selection committee. Such list shall not be distributed to any such nominees before that time. A further list of all voting delegates including substitute delegates shall be provided to the nominees up

to the time of commencement of the final selection meeting.

### Conduct of Constituency Nominees

100. (a) Between the completion of the pre-selection meeting and the final selection meeting, nominees may meet all voting delegates and be promoted as nominees to such delegates in a manner or with activities that do not exceed the provisions of the following sub-paragraph.
- (b) From the date of closing nominations until the final selection meeting nominees shall not, without the express prior written approval of the Electorate Executive, undertake any form of publicity or publication, including any comments to the media, or on any social media, participate in or address any public meeting (other than in any official capacity that exists otherwise than as a nominee), or address any meeting of the Party. (The Nominees may have private meetings with groups of voting delegates). The provisions of Rule 96 (d) shall apply as if they were incorporated into this rule.
- (c) If a nominee is considered by the Electorate Executive to have breached the provisions of sub-clause (b) of this rule, the candidate shall be warned to comply with the Rule. Any further breach of that subclause may be notified to the final selection meeting at the discretion of the Regional Chair.

### Nominee Sanction

- (d) Nominees are required to comply strictly with the rules for selection concerning provision of full and truthful information about themselves when properly sought, and in their conduct during the period between closing of nominations and the final selection meeting.
- (e) Without limiting the provisions of the foregoing subclause (c) and in addition to any normal legal remedies that may be available to the Party in respect of the provision by a nominee of untrue information in a prescribed form, questionnaire or in response to questions in a pre-selection or "Meet the Nominees" meeting, the Board may proceed as follows:
- (i) Withdraw approval and the Party's endorsement of the nominee at any time before or after the final

selection meeting;

- (ii) Notice shall be given to all members of the Electorate Executive and to the nominee that withdrawal of the approval of the nominee is to be discussed at a meeting of the Board;
- (iii) The nominee and officers of the Electorate shall be invited to attend the meeting of the Board for such discussion and prior to any motion being put to the meeting to withdraw the Party's endorsement of the candidate, he or she must be informed of the reasons for dissatisfaction with his or her candidacy and given an opportunity to state his or her case; and
- (iv) A resolution of the Board withdrawing the Party's endorsement shall be effective forthwith if passed by a majority of those present and voting.

#### Delegate Qualifications

101. (a) No person shall be eligible to act as a delegate for a Selection Committee or a pre-selection committee in a general Electorate unless that person is a member in that Electorate and has been a member of the Party for a period of at least six months immediately prior to the date of opening of nominations, and in addition, no person shall be eligible to act as a delegate for a Selection Committee unless that person has attended at least one "Meet the Nominees" meeting. The Board may, for good reasons, which it shall state and determine, waive the requirement for such delegate to have been a member in that Electorate or of the Party for such 6 months' period.
- (b) No person shall be eligible to act as a delegate for a Selection Committee or a pre-selection Committee in a Maori Electorate unless that person is a member in that Electorate and has been a member of the Party for a period of at least 2 months immediately prior to the date of opening of nominations, and in addition, no person shall be eligible to act as a delegate for a Selection Committee unless that person has attended at least one "Meet the Nominees meeting".

## Meet the Nominee/s Meetings

102. (a) In all Electorates where the selection of a constituency candidate is required and is being undertaken by the electorate organisation, the Electorate Committee, or the Executive, shall arrange for at least three meetings to be held between the completion of the pre-selection process and the meeting of the Selection Committee.
- (b) These meetings shall be held in different parts of the Electorate to enable members of the Selection Committee to meet the nominees and each shall be chaired by the Electorate Chair or his or her nominee.
- (c) Each of the nominees attending shall speak and answer questions for an agreed length of time. Questions may be those submitted by any member in writing or taken from the body of the meeting, but the Chair shall give priority to questions asked by members of the Selection Committee.
- (d) Members of the Electorate may attend these meetings in addition to the voting delegates, but the Chair shall ensure that nominees principally meet and hear from the voting delegates.
- (e) The Chair shall conduct the meetings in a manner that ensures each nominee is treated fairly, particularly in respect of questions and opportunities given for replies.
- (f) Each member of the Selection Committee shall attend at least one of these meetings before that member may exercise a vote at the Selection Meeting.

## Forming Selection Meeting Committees

103. (a) In each electorate that is undertaking or likely to undertake selection of a Constituency Candidate a Selection Committee shall be constituted.
- (b) The Selection Committee shall be constituted to ensure that each branch shall be represented on the Selection Committee by one current financial member for every



complete ten members of the branch's membership at the opening of nominations and one extra delegate for a further six or more members. Such representatives are referred to in this section as "delegates" so long as they satisfy the delegate qualification as set out in Rule 101.

- (c) In an electorate that operates on a unitary basis (without branches) the members of the Selection Committee shall be current financial members of the Electorate and chosen so that the Selection Committee shall comprise one such member for every complete ten members of the Electorate membership at the opening of nominations and one extra delegate for a further six or more members so long as they satisfy the delegate qualification rules as set out in Rule 101.
- (d) At the date of opening of nominations for nominees, the current financial membership of branches or the entire Electorate as the case may be, shall be certified by the General Manager.
- (e)
  - (i) As soon as possible after the date of closing of nominations, if there is more than one nominee approved under Rule 94, and before the pre-selection meeting of the electorate is held, a general meeting of the Electorate Committee (or each branch in the case of branch electorates), shall be called. All current financial members as at the date nominations open will be given reasonable notice of the place, date and time fixed for the meeting. Such notice shall be by way of newspaper advertisement and other means. All current financial members present at the meeting will be entitled to have full speaking and voting rights.
  - (ii) The function of the meeting will be to appoint the members of the selection committee, determined pursuant to Rule 103 (b) or Rule 103 (c).
  - (iii) At the beginning of the meeting, the chair shall ensure a quorum of the Electorate Committee (or branch if branch electorates ) [r19] is present.

If a quorum is not present, it shall be adjourned, and

reconvened with notice [r103 (e) (i)], and the Board shall set the quorum for the final reconvened meeting.

- (iv) Each of the branch or electorate officers as recorded in the minutes of the preceding branch or electorate annual meeting will first be nominated to be members of the selection committee (if they so agree and qualify under Rule 101). Electorate, (or Branch) Officers' means those electorate (or Branch) officers holding office at the time of appointment and elected under Rule 68 (b) (i) or Rule 77 being the Chair of the electorate (or branch), and such officers of the electorate (or branch) as may be deemed desirable or expedient including the electorate (or branch) secretary, or any successors appointment or elected in their place until the next Annual Meeting.
- (v) Nominations will then be called for the remaining members of the selection committee to which the Electorate (or Branch) is entitled, calculated pursuant to either Rule 103 (b) or Rule 103 (c), as the case may be. A vote will then be taken to determine the delegates to the selection committee to the required number.
- (vi) The method of voting (i.e by secret ballot, show of hands or on the voices) will be determined by the meeting at the commencement of the meeting.
- (f) A Selection Committee shall comprise at least 60 delegates in number and, if after the conclusion of the general meeting of the Electorate Committee (Rule 103 (e) (or each Branch in the case of Branch Electorates), the Electorate has not provided that number, the Regional Chair for that Electorate shall forthwith appoint such further delegates as are required to achieve the minimum level of 60. Such additional appointees shall be Party members within the Electorate concerned where possible but may be drawn from outside the Electorate at the Regional Chair's discretion. However the selection of such delegates shall be approved by the Board prior to the delegates' names being released to nominees. The validity and actions of the Selection Committee shall not be challenged in the event of the numbers dropping below

60 at the selection meeting.

#### Notice of Selection

104. (a) In Electorates undertaking a selection the Electorate Secretary shall notify the Regional Chair and Branches of the place, date and time fixed for the meeting to make the selection, but there must be a period of not less than 28 clear days between the close of nominations and the selection meeting. In the case of a by-election or in any special case which in the opinion of the Electorate Committee warrants necessary, then with the approval of the Regional Chair, the period of 28 days may be reduced.
- (b) The Electorate Committee shall give no less than seven days notice to each approved nominee of the place, date and time fixed for the meeting to make a selection and invite each to be present for the purpose of addressing the Selection Committee and to answer questions.

#### Circulation of Biographical Notes

105. Copies of the biographical notes submitted by each of the approved nominees with his or her nomination form shall be dispatched by the Electorate Secretary to all members of the Selection Committee not less than three days prior to the date of the Selection Meeting.

#### Qualification and Appointment of Chair of Selection Committee

106. The Chair of the Selection Committee for the Selection Meetings shall be the Regional Chair of the Region concerned or that person's nominee who may be any financial member of the Party not resident within or a member of the Electorate. In the event of a nominee being so appointed, the name of the nominee shall be notified to the Electorate Chair not less than two days prior to the date of the Selection Meeting.

#### Return to be Supplied by Electorate Committee

107. (a) Within 10 days of the opening of nominations the Electorate Secretary shall compile and supply to the Regional Chair a list of branches (if any) and delegate numbers for the Selection Meeting in the following format:

- (i) Name of Branches;
  - (ii) Qualified Branch Membership; and
  - (iii) Number of votes to be exercised by each Branch.
- (b) In a Unitary Electorate the total delegate number shall be supplied.

## Substitutes

108. Any delegate with the qualifying length of membership appointed or elected by an Electorate to participate in an Electorate selection meeting who is unable to attend any "Meet the Nominee" meeting or is unable to attend the Selection Meeting may appoint a substitute who has the qualifying length of membership and who completes or has completed the qualification for attendance at the selection meeting by attending or having attended at least one "Meet the Nominee" meeting. Each such appointment shall be in writing signed by the delegate and shall be approved in writing by the Chair or Secretary of the Branch(es) (or Electorate Chair where no Branch(es) exist). The written appointment and approval shall be handed to the Chair of the Selection Committee prior to the commencement of the Selection Committee Meeting.

## Free Vote

109. Delegates at any selection meeting shall be entitled to exercise their votes as they see fit.

## Nominees May Address Selection Meetings

110. (a) Each nominee may address the meeting for up to 10 minutes, or for such longer period as the Electorate Executive may decide, and nominees shall draw lots to determine the order in which they shall speak. All nominees shall be required, at the conclusion of their respective addresses, to answer the same two questions prepared by the President and Leader which shall be sent to the Chair of the selection committee in a sealed envelope to be opened by him or her on the platform immediately after the conclusion of the first nominees address. The answer to each question may not

exceed three minutes. The subjects of the questions shall not be communicated to subsequent nominees until after they have completed their respective addresses.

- (b) Prior to nominee addresses commencing and in the absence of the nominees, the Chair of the pre-selection committee or another member of the pre-selection committee if the Chair is unable to be present at the selection meeting, shall give a report to the selection meeting on how the Pre-Selection committee conducted its proceedings under rule 98.

### Conduct of Selection Meetings

- 111. (a) The Chair of the meeting shall act as Returning Officer.
- (b) At the commencement of the meeting the Chair shall call for nominations for no less than two nor more than four delegates to act as Scrutineers. A ballot will be conducted if necessary.
- (c) Every ballot paper shall contain a list of the nominees for selection arranged alphabetically in the order of their surnames.
- (d) The Chair or the Chair's nominee at the meeting shall have the responsibility of issuing the correct number of ballot papers to delegates and to ensure that this is effected, a roll call shall be taken prior to the commencement of the voting process.
- (e) Each ballot paper shall be issued in an open envelope, which shall be used for enclosing the ballot paper when marked. The envelope shall be sealed after the marked ballot paper is enclosed and on the front of the envelope the delegate shall write:
  - (i) Name of Branch (if applicable);
  - (ii) Full name of Delegate; and
  - (iii) Signature of Delegate.
- (f) A ballot paper returned which does not comply with the requirements of subclause (e) shall be treated by the

Scrutineers as an invalid vote.

- (g) The Chair shall ensure that before each vote the delegates are reminded of the foregoing voting conditions.
- (h) Before opening any ballot envelope it shall be the duty of the Scrutineers to ensure that the correct number of voting papers has been returned.
- (i) The number of votes cast for each nominee throughout the ballot shall be confidential to the Scrutineers and the Returning Officer.
- (j) Before the commencement of the count of votes, the Chair shall lodge with one of the Scrutineers his or her casting vote. The casting vote shall be marked clearly "CASTING VOTE" and shall be held separately from all other ballot papers. The casting vote shall be used in the event of tied votes, and the Chair may alter the casting vote between ballots.

## Voting

112. When there are only two nominees for selection, the Returning Officer shall declare the nominee who received a majority of votes duly selected.

## Progressive Voting

113. (a) The successful candidate will be the one who secures one half or more of the valid votes cast.
- (b) If after the first ballot no nominee secures one half or more of the valid votes cast, the nominee with the least number of votes will be eliminated from the ballot and a further ballot held with the remaining nominees.
- (c) If more than one nominee receives the lowest number of votes and if elimination of those nominees would leave at least three in the next succeeding ballot, both or all of those tying for the lowest vote shall be eliminated.
- (d) This balloting process, (Rules 111 – 113) shall be repeated until one nominee is successful in securing one half or more of the votes cast, and that person shall be declared by the Chair to

be the selected candidate for that Electorate.

## Universal Suffrage Selection Option

- 114
- (a) An electorate may opt to select its candidate (if it is not an electorate to which Rule 87 (b) applies), not by way of the delegate system provided for in the foregoing rules from R. 103 but by "Universal Suffrage".
  - (b) "Universal Suffrage" involves completing the final selection of a candidate by means of a vote cast by all qualified members in the electorate. A "qualified member" is one who has been a member of the Party for at least 6 months prior to the opening of nominations and is a member of the electorate. In addition the member must attend at least one "Meet the Nominees" meeting held prior to the selection meeting, to complete qualification. A "Meet the Nominees" meeting may be held immediately prior to the Selection Meeting.
  - (c) All members in an electorate shall be notified as soon as possible after the opening of nominations that the selection of the Candidate shall be done by qualified members. The electorate administration (with the assistance of the General Manager if requested) will compile a list of names and addresses of qualified members. The official membership list shall be that maintained by the General Manager. Immediately after pre-selection those persons shall be notified of the nominees proceeding to final selection and given details of "Meet the Nominees" meetings.
  - (d) The nominees proceeding to final selection shall be provided with the list of qualified members (subject to their attendance of a "Meet the Nominees Meeting").
  - (e) The selection meeting shall be held in the same manner as delegates' selection meetings under the foregoing rules but all qualified members attending shall be entitled to vote. The venue for the meeting shall be one chosen by the Electorate Committee in consultation with the Regional Chair that is likely to be most accessible to the majority of members.
  - (f) A selection meeting must be attended by not less than 60 qualifying members of the Electorate to be valid. If this minimum number is not achieved by the commencement

of the meeting the Selection shall be adjourned and reconvened by not less than 7 days' notice. Notice of the time, date and place of the reconvened meeting shall be given to the qualifying members of the electorate. Such notice shall be way of newspaper advertisement and other means. At any reconvened meeting if less than 60 qualifying members are present then those present shall form a valid selection meeting.

#### Withdrawal of Endorsement

115. If it appears to the Electorate Executive that formal withdrawal of Party endorsement of a selected constituency candidate is in the interests of the Party, and the candidate is unwilling to withdraw his/her candidature, the following procedure shall apply:
- (a) Approval shall be sought by the Electorate Executive through the Regional Chair from the Board for the Board to undertake a meeting to consider withdrawal of endorsement;
  - (b) If such approval is given by the Board, then at least two days prior notice of the Board meeting at which the withdrawal of the Party's endorsement of the candidate is to be discussed, and the fact that such withdrawal is to be discussed, shall be given to the Board Members and to the candidate; and the chairperson of the electorate and the Regional Chairperson who shall be entitled to attend the Board meeting;
  - (c) The candidate shall be invited to attend the said meeting and prior to any motion being put to the meeting to withdraw the Party's endorsement of him or her, he or she must be informed of the reasons for dissatisfaction with his or her candidacy and given an opportunity to state his or her case; and
  - (d) A resolution of the Board withdrawing the Party's endorsement shall be effective immediately if passed by a majority of those present and voting.
116. If it appears to the Board that formal withdrawal of Party endorsement of a selected constituency candidate is in the best interests of the Party as the actions of the candidate are prejudicial to the interests of the Party and the candidate is unwilling to withdraw his/her candidature, and the Electorate Executive has determined not to initiate withdrawal in terms of Rule 115 (a), then the following



procedure shall be apply:

- (a) The Board shall convene a Board meeting with the Chairperson of the Electorate concerned and the Regional Chair of the Region concerned to consider withdrawal of the endorsement;
- (b) If a meeting is convened, then at least two days prior notice of the meeting as which the withdrawal of the Party's endorsement of the candidate is to be discussed and the fact that such withdrawal is to be discussed shall be given to the Electorate concerned and to the candidate;
- (c) The candidate shall be invited to attend the said meeting and prior to any motion being put to the meeting to withdraw the Party's endorsement of him or her, he or she must be informed of the reasons for dissatisfaction with his or her candidacy and given an opportunity to state his or her case; and
- (d) A Resolution of the Board withdrawing the Party's endorsement shall be effective immediately if passed by a majority of those present and voting.

#### Savings

- 117. (a) The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by any person entitled to receive such notice shall not invalidate the proceedings at that meeting.
- (b) All decisions taken at a Pre-selection or Selection Meeting shall, notwithstanding that there may be some accidental defect in the appointment of any delegate to such meeting, be as valid as if all delegates had been clearly and properly appointed and were duly qualified to be delegates.
- (c) If there is a defect involving a minor administration step in the Constituency Selection process, the Board shall have the power, acting in consultation with the Chair of the Rules Committee, to review any such defect and provide such direction as is necessary and to validate such steps or directions to ensure that the process is fair.

## Abridgement on Time Limits

118. Notwithstanding anything to the contrary in these rules should a General Election or By-Election be called which does not allow within the provision and interpretation of the Rules for the Candidate Selection Rules to operate then the Board, in consultation with the Chair of the Rules Committee, shall be entitled within the aims and objectives of the Rules to allow such abridgement of time limits or otherwise that may be necessary to ensure that the processes set out in the Rules are followed, but ensuring in the exercise of such powers that the Party is able to select its Constituency Candidates in such fair and reasonable manner that fulfils the overall objectives of and aims of the Party.

## SELECTION OF LIST CANDIDATES FOR PARLIAMENT

### Methods of Selection

119. (a) Board shall form a Party list of Parliamentary Candidates ("the list") to conform to the requirements of the Electoral Act.
- (b) The list shall be formed from the nominees chosen by the Board as hereafter provided and the selected Electorate candidates. All candidates shall be on the list unless a waiver is obtained by a candidate from the Board.
- (c) Selected Electorate candidates will be strongly encouraged by the Board to be also nominated for the Party list. Candidates for selection should indicate to the Electorate Selection Committee or the Board Selection Committee their intent with respect of list nomination, at the commencement of the selection process.

### Withdrawal of Candidate from List

120. If any electorate candidate or any Board nomination under Rule 125 withdraws his or her list candidacy before final formation and ranking of the list, the Board may consider further nominations for the list to ensure numbers and choices on the list are appropriate for the forthcoming General election. These nominations would be in addition to Board nominations under Rule 125.

### Determining Size of List and Regional Share

121. (a) The Board shall determine the size of the List for a forthcoming General Election subject to any applicable provisions of the then current Electoral Act; such size not to exceed the number that may be published by the Chief Electoral Officer pursuant to the Electoral Act.
- (b) The number of nominees for the List from each region shall be the number of Electorate candidates selected and who nominate for the List.

#### Board Role in List Selection

122. The Board shall be responsible for list selection matters in addition to electorate candidate selection issues. The Board may modify any notice periods with respect to List issues, taking into account Electorate circumstances at the time.

#### Candidate Preparation Register

123. The provisions of Rule 89 in relation to a Candidate's College shall be extended to incorporate persons who apply for consideration as a List-only Candidate.

#### Board Approval

124. (a) Regional Coordinators shall forward to the Board;
- (i) All nominations received from Electorates together with any remarks the Electorate Committee wishes to make on each Electorate nomination.
- (ii) Any remarks and recommendations the Regional Council wishes to make on any Electorate nomination, within 21 days of starting the List Ranking process.
- (b) After consideration of the material submitted, the Board shall advise the Region of the approval or otherwise of nominations received as soon as practicable.
- (c) Any approval or otherwise shall be at the absolute discretion of the Board and no reasons need to be assigned.

## Board Nominations

125. The Board may nominate up to five persons to be candidates on the list, without those persons being required to also be Electorate candidates. The Board shall determine its own procedures for selecting these persons but it is expected that each person will have outstanding characteristics likely to benefit the Party nationally. Nothing shall prevent such a nominated person from subsequently seeking election in a constituency. After the deliberations of the Regional List Ranking Conferences have been completed the Board will rank all candidates for the list which it may nominate, and make such rankings available to the List Ranking Committee constituted under Rule 131.
126. (a) After completion of selection and until Regional List Ranking Meetings candidates for the list may canvas delegates provided activity does not exceed the provisions of the following sub-clause (b).
- (b) No nominee for inclusion on the List shall, without the express prior approval of the Regional Council, undertake any form of publicity, media comments, (including social media), self promotional activity or activity tending to generate news reporting, distribute campaigning material other than reasonable biographical particulars, or participate in a public meeting (other than in any official capacity that exists for that person otherwise than as a nominee) or address any meeting of the Party other than as a delegate to a National or Regional Conference. This restraint shall apply from completion of Selections until publication by the Board of a completed List. Once published Candidates on the final List will be subject to the campaigning directions of the Board.
- (c) Persons selected for consideration for the List and those who become candidates on the List are required to comply strictly with the Party rules as to their individual activity and conduct themselves at all times with proper regard for their status as representatives of the Party with accountability to the Party, and operating under directions given for the Campaign and not to act in a manner that is prejudicial to the interests of the Party.
- (d) If any nominee for the List, prior to its formation, or any

Candidate placed on the List by the List Ranking Committee, prior to the closing of the List for an election, fails to, in the opinion of the Board, comply with the provisions of Rule 126 (the opinion of the Board being final and binding) the Board may request the List Ranking Committee to review such Candidate's position on a Region's proposals for the List or on the final List and undertake a change in position. A Nominee or Candidate to whom this Rule is applied, shall be invited to attend a meeting of the List Ranking Committee prior to a motion being put for a change of position or deletion from a position on the List. He or she must be informed of the reasons for dissatisfaction with his or her behaviour, and given an opportunity to state his or her case. The decision of the List Ranking Committee shall be final and binding and no reasons shall be required to be given.

127. (a) Following the selection of nominees from Electorates for the List, the biographical material for each of those nominees shall be distributed to delegates to the List Ranking Committee.

#### Meet the Candidates

- (b) Regions shall arrange three (3) meetings in different parts of the Region to enable delegates to the Regional Conference to meet all available nominees in the period prior to the Regional Conference List Selection meeting. These meetings shall be conducted in the same manner as provided for in Rules 102 (c) to (e).

The last of these meetings may be held at a time immediately preceding the commencement of the Regional Conference at which List Selection procedures will be undertaken.

- (c) Regional Coordinators shall provide to all nominees a list of all the voting delegates to the Regional Conference List Selection meeting no later than 10 days before the date of such meeting.

#### Regional List Ranking Forum

128. (a) The forum to undertake the ranking of the regional lists shall be held at dates mutually agreed by the Board and the Regional Council provided that a Regional Council may

apply to the Board for permission to hold two List Ranking Forums and in so doing shall state their special circumstances for holding two meetings and if the Board agrees on dates agreed mutually by the Regional Council and the Board.

- (b) Delegates for the List Ranking forum shall be the current delegates for the Regional Conference and will qualify to vote if:
  - (i) They attend at least one “meet the candidate” meeting as provided in Rule 127; and
  - (ii) They have been financial members of the Party for an Electorate for a period of at least six (6) months immediately prior to the date of the Electorate meeting at which delegates for the Regional Conference were chosen.
  - (iii) The Board may, for good reasons, which it will state and determine, waive requirements for such delegate to have been a member in that Electorate or the Party for the six (6) month period.
- (c) Delegates shall be notified in writing of the time and place of the List Ranking Forum or Forums in reasonable time and supplied with brief biographical material on the candidates.
- (d) Any delegates unable to attend the forum may appoint a substitute. The substitute must comply with Rule 128 (b). The substitution must be in writing signed by the delegate and the substitute delegate and it must be approved by the Regional Chair.

## Meeting Procedures

- 129. The following provisions shall apply to the conduct of Regional Conference List Ranking forum or forums:
  - (a) The meeting shall be chaired by the President or his or her nominee, who shall act as returning officer;
  - (b) At the commencement of the Meeting nominations shall be taken for no less than two nor more than five Scrutineers to act during the complete voting procedure and those

positions shall be determined by a show of hands; provided that if there is to be more than one List Ranking Forum then the following procedure shall apply:

- (i) At least one (1) of the scrutineers must be present at both meetings and at the count of all votes:
  - (ii) The Returning Officer and the respective scrutineers must certify that the process was properly carried out at both meetings;
  - (iii) The Returning Officer and the respective scrutineers must be present at the casting of all votes cast at each respective meeting and at the time when the votes were placed in the ballot box;
  - (iv) The Returning Officer and the scrutineers present at the first meeting shall ensure the Ballot box is locked at the conclusion of that meeting;
  - (v) The Returning Officer and the scrutineers present at the second meeting shall ensure that there has been no interference of the ballot box before all of the votes are counted.
- (c) The order of presentation by List nominees shall be established by the drawing of lots;
  - (d) Nominees not addressing the meeting shall remain out of sight and hearing of the Meeting;
  - (e) Each nominee may address the Meeting for up to five minutes;
  - (f) After the conclusion of all presentations ballot papers shall be issued to delegates:
    - (i) The Returning Officer shall ensure the Regional Co-ordinator checks the attendance and qualifications of delegates and correctly issues the correct number of ballot papers. The Returning Officer's decision shall be final and binding.
    - (ii) The Regional co-ordinator shall prepare a ballot

paper listing the nominees in alphabetical order of their surnames;

- (iii) Each ballot paper shall be issued in an open envelope which shall be used for enclosing the ballot paper when marked. The envelope shall be sealed after the marked ballot paper is enclosed and on the front of the envelope shall write his or her signature; and
  - (iv) A ballot paper is to be completed entirely or treated as invalid by the Scrutineers.
- (g) The manner of voting shall as be provided in Rule 130;
- (h) Delegates shall be advised by the Chair when the ballot papers are issued:
- (i) The conditions of voting to be satisfied for a valid ballot;
  - (ii) That delegates have a free hand in exercising their vote at the List Ranking Forum; and
  - (iii) The relevance of securing an order of nomination from the Region.
- (i) Before opening any envelope it shall be the duty of the Scrutineers to ensure that the number of ballot papers returned reconciles with the number issued at the Meeting, with any ballot paper which is not returned to the Scrutineers at the Meeting being declared invalid;
- (j) The number of votes cast for each nominee in the ballot shall be confidential to the Scrutineers and the Returning Officer.

#### Preferential Voting

130. (a) A ranked preferential ballot shall be undertaken to rank the candidates for the list in the Region.
- (b) The voter shall be required to number the candidates on the voting paper in order of preference.
- (c) The ranking of the Region's candidates for the list, for



consideration by the List Ranking Committee, shall be undertaken by the scrutineers using the counting method in Rule 35 (g).

#### List Ranking Committee

131. (a) Within three days of the completion of the Regional List Ranking Forums the Region's ranked nominations for the List shall be sent to the President as Chair of the List Ranking Committee.
- (b) There shall be established a List Ranking Committee comprising the Leader, the Deputy Leader, the President, Board Directors other than further representatives from the Parliamentary Section, and twenty (20) representatives of the Regions as follows:-
- (i) The Regional representatives shall be elected as nominees of their respective Regions at their last preceding Annual Conference and the representatives shall include the Regional Chair, if that person is not also a Board member.
  - (ii) The number of representatives from each Region shall be stipulated by the Board triennially, based on the size of Regions.
  - (iii) Regional Representatives shall take office immediately following their respective Annual Regional Conferences at which they were elected as nominees.
  - (iv) If a Regional Representative is unable to attend any List Ranking Committee meeting, that person shall be substituted by a person elected at the Regional Conference which elects Representatives for that purpose as part of the business of the Conference under Rule 59. The substitution to be effected in the order established by the ballot at the Regional Conference.
  - (v) A List nominee other than the Leader and Deputy Leader who is a member of the List Ranking

Committee shall stand down from that position at the time that person's nomination to the List is made by any electorate or by the Board and be substituted as in Rule 131 (b), (iv), but no other standing down from a paid office or other position shall be required of a List nominee.

- (c) The List Ranking Committee shall be a National Committee chaired by the President with each member having one vote.
- (d) The functions of the List Ranking Committee are as follows:
  - (i) To rank the nominees from Regions and any Board nominations to establish the Party List for Parliamentary candidates and ensure requirements in respect of the Electoral Act for the Party List are met.
  - (ii) In undertaking ranking and completion of the List, the Committee shall have regard to the ranking of Regional nominations and the need for balance across the totality of candidates representing the Party for both Constituencies and the List.
  - (iii) The List shall commence with the placement of the Leader and Deputy Leader in positions 1 and 2.
  - (iv) The List Ranking Committee shall meet as soon as practical after receipt by the President of all regional rankings from the Regional List Ranking Forums. (Rule 131 (a) and the Board's Rankings (Rule 125).
  - (v) Each of the nominees shall upon request supply such information as is specified by the Board from time to time to assist List Ranking Committee members to undertake their task.
  - (vi) Interviews with nominees may be undertaken if so determined by the List Ranking Committee.
  - (vii) All information supplied by nominees shall be held in the strictest confidence by Committee members and destroyed following the final ranking meeting

excepting one copy of all material which shall be securely held in the National Headquarters of the Party.

- (viii) The decision of the List Ranking Committee as to ranking and completion shall be final and binding on all nominees and Party members and not subject to challenge within the Party or in any other manner.
- (ix) The Board may be convened to make decisions on behalf of the List Ranking Committee if, in the President's opinion, a matter regarding the List is of such urgency that it is not possible or reasonable to delay making the decision until a full meeting of the List Ranking Committee can be convened.
- (e) The List Ranking Committee shall monitor the state of the List after a General Election or for a By-Election, until the next following General Election when the List is re-established.
- (f) The Board may require as a condition of the List Ranking Committee placing a person on the List that:
  - (i) The nominee complete a binding undertaking in writing to remain loyal to the Party, so long as that person is a Member of Parliament selected from the Party List or remains on the List lodged with the Chief Electoral Officer, after the General Election.
  - (ii) All persons so remaining shall also undertake in writing not to signify a willingness to be a Member of Parliament if approached by the Chief Electoral Officer after a General Election without first consulting with the Regional Chair and receiving the approval of the Board.
- (g) If any Regional representative dies or retires, the Region;
  - (i) May replace that representative and such replacement shall continue with that position until the next following Regional Conference subject to (ii).
  - (ii) May Elect reserve representatives at its Regional Annual Conference to fill vacancies.

- (iii) Substitutions by members shall not be permitted for List Ranking Committee meetings, with only the elected representatives able to attend meetings of the List Ranking Committee if a representative is unable to attend. (Subject to Rule 131 (b) (iv).
  - (h) Following completion of the List ranking by the List Ranking Committee, such List shall be adopted by the Board as the Party's List for the next General Election.
  - (i) In exceptional circumstances the List may be amended by the List Ranking Committee at any time until it is submitted to the Chief Electoral Officer for a General Election.
- 132. The List Ranking Committee shall report to the Board the Regional list rankings and the Board will disclose this information to each of the Regional Conferences held following the General Election for which the list was formed.

#### Withdrawal of Endorsements for List Candidates

- 133. If it appears to the Board that the formal withdrawal of Party endorsement of a selected candidate on the Party List is in the interest of the Party, and the candidate is unwilling to withdraw his/her candidacy, the following procedure shall be adopted:
  - (a) The Board shall convene a meeting to consider withdrawal of endorsement;
  - (b) If a meeting is convened by the Board then at least 2 days prior noticeshall be given of the Meeting at which the withdrawal of the Party's endorsement of a candidate is to be discussed, and the fact that such withdrawal is to be discussed, shall be given to any electorate concerned (in the case of a list candidate who is also an electorate candidate) and to the candidate;
  - (c) The candidate shall be invited to attend the said meeting and prior to any motion being put to the meeting to withdraw the Party's endorsement of him or her, he or she must be informed of the reasons for dissatisfaction with his or her candidacy and given an opportunity to state his or her case;

- (d) A resolution of the Board withdrawing the Party's endorsement shall be effective immediately if passed by a majority of those present and voting, with such decision being final and binding, and no reasons need be given;
- (e) The name of the candidate, if the Board so resolves to withdraw the Party's endorsement, shall be deleted from the Party List immediately; and
- (f) If the withdrawal of endorsement and deletion from the List occurs at any time after the List Candidates have been ranked at the Regional List Ranking Forums, the total number of the List Candidates shall be reduced and if such withdrawal of endorsement and deletion from the List occurs after the final ranking of the List, the order of ranking of all candidates remaining on the List after the deleted candidate shall be amended in the priority set by the List Ranking Committee.

134. If a person confirmed as a nominee for the List by a Regional List Ranking Forum withdraws from the List, dies or is otherwise disqualified in terms of the Electoral Act, the total number of List Candidates shall be reduced, and if such withdrawal death or disqualification occurs after the final ranking of the List, the order of ranking of the candidates remaining on the List after deletion of the candidate shall, (in the absence of exceptional circumstances), be amended without any further reference to the Board or the List Ranking Committee.

#### Savings

135. (a) The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive such notice shall not invalidate the proceedings at that meeting.
- (b) All decisions taken at a pre-selection or Selection Meeting shall, notwithstanding that there may be some accidental defect in the appointment of any delegate to such meetings, be as valid as if all delegates had been clearly and properly appointed and were duly qualified to be delegates.
- (c) If there is a defect involving a minor administration step in the List Selection process, the Board shall have the power

acting in consultation with the Chair of the Rules Committee to review any such defect and provide such direction as is necessary and to validate such steps or directions to ensure that the process is fair.

136. Notwithstanding anything to the contrary in these rules should a General Election be called which does not allow within the provision and interpretation of the Rules for the List Candidate Selection Rules to operate, then the Board, in consultation with the Chair of the Rules Committee, shall be entitled within the aims and objectives of the Rules to allow such abridgement of time limits or otherwise that may be necessary to ensure that the processes set out in the Rules are followed, but ensuring in the exercise of such powers that the Party is able to select its List Candidates in such fair and reasonable manner that fulfils the overall objectives of and aims of the Party.

#### Electronic Meetings

137. Notwithstanding anything to the contrary in the Rules (subject to Rule 136) any meeting authorised by these Rules (subject to definition of "meeting" below) may be held by contemporaneous linking together by means of audio, or audio and visual, communication by which all members (including directors) participating and constituting a quorum, can simultaneously hear each other throughout the meeting and so long as the following conditions are met.
- (a) All members entitled to attend such a meeting are entitled to notice of such a meeting.
  - (b) At the commencement of the meeting or when joining a meeting each member must acknowledge his or her presence for the purpose of the meeting, and to all other members taking part.
  - (c) A member present at the commencement of joining thereafter shall be conclusively presumed to have been present and to have formed part of the quorum at all times from the commencement or joining (as the case may be) during the meeting by audio communication unless he or she has previously advised the Chairperson of the meeting that he or she is leaving the meeting.

- (d) A Minute of the proceedings at such a meeting shall be sufficient evidence of such proceedings and of the observance of all necessary formalities if certified as a correct Minute by the Chairperson.

"Meetings" for the purposes of this clause excludes Special or Annual Conferences, ~~Regional Conferences, Annual General Meetings (including Electorates, Branches), Candidate Selection Meetings (including Pre-Selection Meetings),~~ Regional Conference List Selection Meetings (including Meet the Candidates Meetings), Regional Conference List Ranking Forum, List Ranking Committee.

## **THE NATIONAL FRANCHISE**

- 138 (a) The Board shall include in the forms prescribed for completion by every candidate under Rule 93 a "Party Rights Agreement".
- (b) This Agreement shall deal with the protection of the intellectual property held by the Party in its name, logo, symbols colours, instructions and procedures and generally its experience as a political party, when used by a candidate for an election.
- (c) This Agreement will represent an enforceable contract involving responsibilities to be observed by the candidate, and the supply of the intellectual property to the candidate by the Party. These contractual commitments shall be in addition to the obligations of all members to observe the Party Constitution and Rules as issued from time to time.
- (d) The Agreement shall be a continuing contract for National Members of Parliament, setting out responsibilities with respect to Party property, including funds and confidential information.
- (e) The Agreement will stipulate that a Member of Parliament is a leader of Party activity in the Electorate to which he or she is attached. In that capacity the Member of Parliament shall use best endeavours to ensure that the Electorate meets its responsibilities to the Party.

**Covid 19 Special and Temporary Rule – Expires 30 September 2020**

- 139 Notwithstanding anything to the contrary in these rules should Coronavirus Disease [ COVID-19 ] cause in the reasonable opinion of the Board unforeseen or unavoidable disruption in the governance, business and operation of the rules, then the Board [In consultation with the Chairman of the Rules Committee, and in such fair and reasonable manner as fulfils the overall objectives and aims of the rules and the party] may, delay, suspend, modify, or adapt any requirement, processes or procedures specified or prescribed under the rules to address such disruption. This Rule overrides rules 118 & 136 and shall expire on the 30 September 2020.



## INDEX

## RULE NO.

Intellectual Property	6
Name of Party	1
Key Operational Objectives	5
Organisational Purpose	3
Visions and Values	4
Standing of the Party	2
The National Franchise	138

## BRANCHES

Annual Meetings	77
Election of Officers	68
Minimum Size	76
Formation of Committees and their duties	75
Tenure of Committees	78
Time & Place of Meetings	79

## CANDIDATE SELECTION

Abridgement on Time Limits	118
Approval to be Notified	95
Board Approval Before Election	91
Nominees Being Officers of the Party	96
Candidate's College	89
Nominees May Address Selection Meetings	110
Nominees Sanction	100
Nominee Support Group	90
Nominees to be Supplied with Delegate Lists	99
Circulation of Biographical Notes	105
Conduct of Constituency Nominees	100
Conduct of Selection Meetings	111
Confidentiality of Proceedings	98
Delegate Qualifications	101
Electorate and Board Roles	87
Final Approval of Nominations vested in Board	94
Forming Selection Meeting Committees	103
Free Vote	109
Meet the Nominees Meetings	102
Method of Selection	86

Nature of Nominees Interview	98
Nominations and Qualifications of Nominees	93
Notice of Nominations	92
Notice of Selection	104
Pre-Selection Committee	98
Progressive Voting	113
Qualification and Appointment of Chair of Selection Committee	106
Reduction of Notice	88
Return to be Supplied by Electorate Committee	107
Savings	117
Selection Committee Adjustment Meetings	103
Sitting National Member of Parliament	97
Substitute Members of Pre-Selection Committee	98
Substitutes	108
Universal Suffrage Selection Option	114
Voting	112
Withdrawal of Endorsement	115 & 116
Withdrawal of Nominee	97

## ELECTORATE STRUCTURE

Constitution of Committees	62
Duties of Committees	63, 64 & 65
Election of Officers	68
Electorate Executive	72
Forfeiture of Membership	71
Nominations for Offices	68
Rights for Members of Parliament	74
Right to Attend Meetings	70
Tenure of Committees	66
Time & Place of Meetings	69
Unitary Electorates	67

## GENERAL PROCEDURES

Appointment of Committees & Sub-Committees	21
Casual Vacancy	22
Co-Opted Members	16
Minutes	20
Quorum	19
Representation at Meetings and Substitution Rules	17
Use of Title	23
Voting	18

## GOVERNANCE

Board to Appoint a General Manager	39
Committees of the Board	41
Constitution of the Board	35
Disqualification	36
Meetings of the Board	40
Powers and Duties of the Board	33
President	38
Report to Members	34
Rules Committee and Rule Changes	43
Standing Committees	42
The Board of Directors	32
Vacancies	37
Voting for Board Members	35

## MEMBERSHIP

Annual Subscription	11
Cancellation and Suspension of Membership	12
Eligibility for Committees	9
Individual Action Restriction	13
Official Year	8
Eligibility for Committees	9
Pecuniary Gain	14
Qualification for Membership	7
Resignation of Member	14
Restoration of Membership	12
Supporters	15
Young Nationals	10

## NATIONAL STRUCTURE

Annual Conferences	24
Board to Give Notice	30
Constitution of Conferences	26
Order of Business	28
Powers of Annual Conference	25
Remits	31
Special Conferences	29
Time and Place	24

Voting at Conference	27
PARLIAMENTARY SECTION	
Constitution	81
Leader	82
Leader’s Right to Attend Meetings	85
Liaison with Organisation	84
Responsibilities	83
POLICY	
Special Interest Groups	48
Approval	45
Policy Advisory Groups	47
Policy Consultation Committee	46
Young Nationals	44
REGIONAL CONFERENCES	
Business	60
Election of Officers	61
Powers & Functions	60
Time and Place	59
REGIONAL COUNCILS	
Constitution of Regional Councils	53, 54, 55, 56, 57 & 58
REGIONAL STRUCTURE	
Alterations	52
Areas Defined	49
Boundary Changes	50
Clustering	51
SELECTION OF LIST CANDIDATES FOR PARLIAMENT	
Board Approval	124
Board Nominations	125
Board Role in List Selection	122
Candidate Preparation Register	123
Determining Size of List and Regional Share	121
List Ranking Committee	131 & 132
Meeting Procedures	129

Meet the Candidates	127
Methods of Selection	119
Candidate Activity and Sanctions	126 & 127
Preferential Voting	130
Regional List Ranking Forum	128
Savings	135 & 136
Withdrawal of Endorsement for List Candidate	133 & 134
Withdrawal of Candidate from List	120

## WOMEN'S SECTIONS

Women's Sections	80
------------------	----

## NEW ZEALAND NATIONAL ANTHEM

E Ihoā Atua,  
 O ngā iwi mātou rā  
 Āta whaka rongona;  
 Me aroha noa  
 Kia hua ko te pai;  
 Kia tau tō atawhai;  
 Manaakitia mai  
 Aotearoa

God of Nations at Thy feet,  
 In the bonds of love we meet,  
 Hear our voices, we entreat,  
 God defend our free land.  
 Guard Pacific's triple star  
 From the shafts of strife and war,  
 Make her praises heard afar,  
 God defend New Zealand.

