

INCORPORATED SOCIETIES ACT, 1908

Declaration by a Member of a Society, or a Solicitor, that the signed or sealed Rules are



1. (1) Jack Te Pahi Te Onohohau, of (2) 37 Clipper Street
Cunningham

(3) Wellington

do solemnly and sincerely declare

as follows

- 1 That I am a (4) member of the Runanganui O Ngati Hikairo
- 2 That a majority of the members of (5)

has consented to the application for incorporation of the said society, and that such consent has been obtained by (6) at three separate meetings of Runanga.

- 3 That the rules accompanying the application as set out in the document marked "A" hereto annexed (7) and signed or sealed by the subscribers are the Rules of the Society

And I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the Oaths and Declarations Act, 1957

Signed (8)

Declared at
before me

Hamilton

, this

7th

day of

February

19 95

MT MILROY

(9) ~~Justice of the Peace, Post Master, Solicitor, Notary Public~~ or other person authorised to take a Statutory Declaration INVESTIGATING SOLICITOR

NOTES

- (1) Full name of the person making the declaration
- (2) Place of abode e.g. Wellington or Dunedin
- (3) Occupation e.g. Driver or Cleaner or Clerk
- (4) State whether you are a member of the society or its solicitor
- (5) The full name of the society
- (6) State the way in which consent has been obtained
- (7) The document attached must have written upon it a capital A plus the following

"This is the document marked "A" referred to in the annexed declaration of (1)

made at this day of 19 before me "

This will be completed and signed by the person taking the statutory declaration (refer to note 8 below)

- (8) To be signed by the person making the declaration
- (9) Statutory Declarations can only be taken by persons specially authorised for the purpose. The JP etc must sign here and complete the exhibit note referred to in note (6) above

'A'

/

***TE RUNANGANUI O NGATI HIKAIRO
INCORPORATED***

Waipapa Marae

Kawhia

NGA KAUPAPA ME NGA MOEMOEA

TE RUNANGANUI O NGATI HIKAIRO.

**Ko Pirongia Te Maunga. Ko Kawhia Te Moana.
Ko Waipapa Te Marae. Ko Hikairo Te Tangata
Tihei Mauriora.**

**Ki to tatou kaihanga nga whakamoemiti ki a ia.
Ki to tatou Arikinui Te Aatairangikaahu nga honore nui ki aia, a ki tona hoa rangatira a
Whatumoana, me to raua whanau, a tatu iho hoki ki te kaahui ariki nui tonu.
Ki o tatou tupuna kua wheturangitia, na ratou hoki enei taonga tukuiho, i whakarere mai ma
tatou hei tiaki mo nga whakatupuranga e piki mai nei.**

Ki a ratou.

**Kei te mihi, kei te mihi, kei te mihi
Ki a tatou, a ratou uri, no a kanohi ora o ratou,
Tena koutou, tena koutou, te ia tatou katoa**

Nga moemoea (The vision)

The desired future for NGATI HIKAIRO will be achieved when the majority of our iwi, through their own endeavours, are able to enjoy a quality of life where,

Their mauri or spiritual essence is strong and vibrant

They have fully developed their intellectual, emotional and physical well-being

They are conversant, secure and pro-active participants in all facets of social, cultural, economic and political life

The whanau, hapu, iwi, and the marae have become the basis for their collective cultural, social and economic development as it was traditionally

They are comfortable and competent in both the Maori and pakeha societies

They are well educated to realise their full potential in the rapidly changing modern society

Their whanaungatanga has been rejuvenated and developed to the extent that the whanau has become the focus and the major family support unit

They are fully employed, their resources are properly utilised and managed, they are financially secure

Their Maori identity, culture and values are widely understood and respected by all New Zealanders

The Treaty of Waitangi is properly honoured as a covenant between Maori and Pakeha and other New Zealanders

They are able to live with dignity and harmonious content with all people in the cultural, social and physical environment they all share

A

TE RUNANGANUI O NGATI HIKAIRO INCORPORATED

*Te Maunga o Pirongia , Te Awa o Oparau Te motu o Tiritirimatangi
Te Moana o Kawhia.
Mawai ra e te iwi enei Taonga tuku iho a o tatou tupuna hei manaaki i roto i
nga mahi o tenei ao hurihuri.
Ma tatou peaa, nga uri o ratou ma.
Ma tatou hoki tenei mahi uaua,
Ma Te Runanganui O Ngati Hikairo.
E kore e whati, e kore e warewaretia.
Engari mau tonu, mau tonu, mau tonu.*

Tihei mauri ora.

CONSTITUTION AND RULES

Section 1

NAME

The name of the organisation shall be ,

TE RUNANGANUI O NGATI HIKAIRO INCORPORATED (Runanga)

Section 2

AIMS AND OBJECTIVES

- (a) To foster and promote their Mauri (spiritual essence) so it becomes strong and vibrant
- (b) To foster and promote and expand the social, educational, economic, cultural, recreational, political and sporting interests of all tribal members
- (c) To promote and foster tribal lore, language and customs,
- (d) To foster and promote effective use of all tribal lands, assets and interests
- (e) To foster and promote education and training in all forms towards obtaining meaningful employment for all tribal members
- (f) To promote and assist in quality child care and assist families who are undergoing difficulties in the community
- (g) To work in association with other Local and National health, welfare and employment agencies
- (h) To liaise with or assist state departments or agencies and other organisations and bodies in the implementation of policy, objectives and functions
- (i) To investigate land issues and if necessary investigate proceedings to resolve those issues
- (j) To conduct the business of Te Runanga in accordance with kaupapa Maori
- (k) Generally to purchase, build, sell, exchange, lease or rent any real or personal property of Te Runanga, To borrow or raise any sums of money to invest any funds, to confer gifts or donations and to promote all activities necessary to achieve the objects of Te Runanga
- (l) To consider any matters affecting the interests of tribal members of the Runanga, in matters of public interest and to the widest possible discussion of such issues

Section 3

MANAGEMENT STRUCTURES

(a) TE KAHUI KAUMATUA

Kaumatua are the traditional advisory body to enable the committee to guide in matters Maori and in Maori protocol as and when required. The Kaumatua could act as patron.

It will be the major responsibility of the **Kahui Kaumatua** in association with Te Runanga committee to protect the Mauri of NGATI HIKAIRO and hence the Runanga. The Kahui Kaumatua has the responsibility to summon all sections of the Runanga to a hui whenever the Council feels the the MAURI is in jeopardy

The Kahui Kaumatua shall also represent the elders of NGATI HIKAIRO in relations and dealings with other similar councils in Aotearoa and internationally

(b) TE HUINGA RANGATAHI

The inclusion of the youth council **Te Huinga Rangatahi** in the formal structure of the iwi allows a role for the young people of NGATI HIKAIRO to take part in the management of the Runanga

The general aim of Te Huinga Rangatahi is to advise the Runanga on the needs and interests of the young people of NGATI HIKAIRO. Like the KAHUI KAUMATUA the HUINGA RANGATAHI shall represent NGATI HIKAIRO in relations and dealings with other similar councils in Aotearoa and internationally

Nominations for new membership shall be in writing to the secretary 14 days before the Annual General Meeting. Annual subscription for new financial year shall be paid before the A G M. Te Kahui Kaumatau are reserved the right to make the final decision on eligibility for membership

EXECUTIVE COMMITTEE.

The committee will consist of

Chairman

Secretary

Treasurer

Assistant Treasurer

Committee Members

Other special appointments can be made by the committee. These appointments are assistants to the EXECUTIVE COMMITTEE or sub committees appointed to deal with specific areas of management

Section 4

Duties of the Executive Committee.

(a) Chairman

The chairman shall chair all Annual General Meetings, Special General Meetings and Meetings of the Executive Committee and shall draft for consideration by the Executive Committee an annual report of the year's work and activities for presentation to the Annual General Meeting and shall do other such acts and things as from time to time required by the Executive Committee. These duties will include, presiding over all meetings, opens meetings, calls for apologies/Minutes etc. Ensure the agenda is followed, ensures proper procedures are followed. Decides points of order, clarification, put all questions to the vote, remain impartial, outlines issues clearly, closes meeting. Spokesperson for the Runanga Committee and gives general overview of the Runanga's business.

(b) Secretary

The Secretary shall,

Have custody of and shall ensure the safe keeping and confidentiality of the Runanga books, papers and documents. Shall keep a record of all the proceedings of all meetings and of the attendance of all members of the Executive Committee and members of such Meetings. Keep a register of all duly and properly enrolled members of the Runanga. Notify each person when elected of his/her election to membership or an office. Notify members of each Annual General Meeting, Special General Meeting, members of the Executive Committee and of special or sub committees of Meetings of the Executive to which they belong and give all such notice as may be required by these rules. Keep a record of the number of members voting at the election of candidates for membership and the results of such voting. Maintain a complete list of assets and property. Do other such acts in relation to the affairs of the Runanga as the Executive Committee may require. Confirms most matters, bookings etc (preferably in writing), writes all correspondence, receives all reports, prepares recommendations, acts as joint spokesperson when required by the Committee, makes books available on request, keeps files of inwards and outwards correspondence.

(c) Treasurer

The treasurer shall

Bank or cause to be banked in the name of the Runanga all monies received on account of the Runanga. A receipt (in duplicate) from an official receipt book, and the pages of which are to be consecutively numbered, shall be issued for each payment received. Pay all accounts by cheque after they have first been approved for payment by the Executive Committee. Ensure the safe-keeping of and supervise a petty cash account for the payment of sundry items. The petty cash account shall not ever exceed a credit amount of one hundred dollars. Keep the Runanga's books of account and in conjunction with the Runanga's accountants, prepare the necessary accounts and statements. Ensure a record of all deposits/bankings transactions.

Prepares all cheques for issuing, issues payment vouchers, insists on receipts, presents written "interim" reports to all Committee./Council members, ensures books are audited at the end of the financial year, make books available for inspection, arrange signatures from Trustees, file together with the other Executives members all applications for Grants, Loans, Debentures

(d)Assistant Treasurer

Acts only in the absence of the Treasurer or when called upon by the Chairperson/Secretary Assists with the preparation of annual accounts etc Could be asked to investigate Grants Loans etc on behalf of the Treasurer or Committee as directed

(e) EXECUTIVE MEETING

- (a) Shall meet once a month or at any other time designated by the Secretary or by agreement of the Committee
- (b) The Chairperson shall preside at all meetings of the Runanga however, in the absence of the Chairperson for any reason, the meeting may nominate a member to chair that meeting
- (c) All proceedings, decisions, resolutions shall be recorded in a minute book kept for that purpose
- (d) All questions or submissions coming before the meeting shall be decided by an majority of votes of the members present at the meeting and in the case of equality of vote, the chairperson shall have a casting vote
- (e) The conduct and procedure of the meetings may be regulated in such a manner as the chairperson thinks fit, and after consulting the consensus of the Committee
- (f) The Executive Committee shall comprise up to twelve persons nominated and elected by the membership at an Annual General Meeting
- (g) The Auditor, who shall be a member of the Institute of Chartered Accountants shall be appointed by the members at each Annual General Meeting An auditor so appointed shall be eligible for re-appointment

Section (5)

MEETINGS OF THE EXECUTIVE COMMITTEE, SPECIAL AND SUB COMMITTEES

- (a) The Executive Committee may meet together for the dispatch of business, adjourn and otherwise regulate their meetings in any way and at any time they deem fit Resolutions and questions arising at any meeting shall be decided by a majority of votes, ayes and noes, the Chairperson shall have a casting vote Any three members of the Executive

Committee and the Secretary, the Secretary on request of any such three members of the Executive Committee shall at any time call a Special meeting of the Executive Committee

- (b) The quorum necessary for the transaction of business of the Executive Committee shall be seven (7)
- (c) Continuing members of the Executive Committee may act notwithstanding any vacancy in their body but if and so long as their number is reduced below the number fixed as the necessary quorum the continuing members of the Executive Committee may act for the purpose of summoning a General meeting for the Society but for no other reason
- (d) The Chairperson, subject as herein after, appears shall preside as chairperson at every meeting of the Executive Committee The Chairperson shall preside at all meetings of the organisation, or if at any meeting he is not present within ten minutes after the time appointed for holding the meeting or is unwilling or unable to act as chairperson, the members of the Executive Committee present shall elect by a majority vote one of their number to act as chairperson and chair the meeting
- (e) The Executive Committee may delegate any of its powers to special and or sub committee consisting of such member or members of its body as it may deem fit and or may second to any such special or sub committee any person it may deem fit, any special or sub committee so formed shall in the exercise of the powers so delegated conform to any regulations that may be imposed on it by the Executive Committee
- (f) Unless a chairperson has been previously appointed by the Executive committee a special or sub committee may elect a chairperson of its meeting, if no such chairperson is elected, or if at any meeting the chairperson is not present within ten minutes after the time appointed for holding the meeting, the members of that special or sub committee present shall choose one of their numbers to be chairperson of that meeting
- (g) A committee may meet and adjourn as it deems fit and proper Resolutions and questions arising at any meeting of that special or sub-committee shall be resolved by a majority of votes of the members of that special or sub-committee present and in the case of equal votes, yeys and neys, the chairperson shall have a casting vote
- (h) All acts done by any meeting of the Executive committee or a special or sub committee or by any person acting as a member of the Executive Committee shall, notwithstanding that it be afterwards discovered that there was some defect in the appointment of any such member or person acting as aforesaid or that they or any of them were disqualified, be as valid as if every such person had been duly appointed and was qualified to be a member of the executive committee or the special or sub committees

Section 6

POWERS OF THE EXECUTIVE COMMITTEE.

The day to day management of the business of the runanga shall be vested in the Executive Committee and the Executive Committee shall exercise all such powers and do all such acts and things as the Runanga is by its rules or otherwise authorised to exercise and do and are not hereby or by statute directed or required to be exercised or done by the Runanga in general meeting but subject, nevertheless to the provisions of the Incorporated Societies Act 1908 and of these rules and to any regulation not being inconsistent with these Rules from time to time made by the Runanga in general meetings

Provided that no such regulation shall invalidate any prior act of the Executive Committee which would have been valid if such regulations had not being made In furtherance of and not limiting and without prejudice to the general powers conferred or implied by the foregoing provisions of this Rule and of the other powers conferred by these Rules it is expressly declared that the Executive Committee may entrust to and confer upon any special or sub committee such of the powers exercised for such purposes and upon such terms and conditions and with such restrictions as the Executive Committee deems expedient The Executive Committee may confer such powers either collaterally either with or to the exclusion of and in substitution for all or any of the Executive Committee and may from time to time revoke, withdraw, alter or vary all or such powers

Section 7

ANNUAL GENERAL MEETING

- (a) A General Meeting shall be held once in every calendar year at such time not being more than fifteen (15) months after the holding of the last preceding General Meeting shall be called the Annual General Meeting All other General Meetings shall be called Special General Meetings
- (b) Special General Meetings of the members may be called by and convened at any time by the Secretary or the Chairperson at the direction of the Executive Committee and shall be convened on the requisition of not less than seven (7) members of the Executive Committee or not less than twenty (20) members of the Runanga
- (c) Twenty eight (28) days notice of any Annual General Meeting or Special General Meeting shall be given to members and such notices shall specify the general nature of any business intended to be transacted at such meeting In cases of urgent business, the Executive Committee, may give fourteen (14) days notice of a meeting
- (d) Publicity shall be by newsletter or radio advertisement or by public broadcast available in the district of the Runanganui at least fourteen days before the hui, By such other means as the Committee may determine Notice to specify the venue, the Dates, time and state general nature of business to be transacted,

- (e) At every Annual General Meeting or Special General Meeting the chair shall be taken by the Chairperson, if present, or in his/her absence, a chairperson may be nominated from the members of the Executive committee by the persons at the meeting
- (f) The voting at Annual General Meetings or Special General Meetings shall be taken as the chairperson directs but any member present may demand a ballot which shall be immediately taken in a manner determined by the Chairperson. In case of an equal vote the Chairperson shall have a casting vote
- (g) The business of the Annual General Meeting shall be
- To receive the Annual Report of the Runanga
 - To receive the duly audited Annual Statements of the income and expenditure and the assets and liabilities of the organisation
 - To elect the officers of the Runanga
 - To appoint an Auditor for each year
 - To transact any other business of which notice in writing has been given to the Secretary at least fourteen (14) days prior to the last day upon which notice of meetings may be given. Where Emergency Meetings have been called, notice in writing must be given to the Secretary at least seven (7) days prior to the meeting taking place
- (h) At each General Meeting when officers are to be elected the following regulations for the election of officers and the members of the Executive shall unless and until varied at an Annual General Meeting apply,
- Each of the elected officers and members of the Executive Committee shall be nominated individually in writing by at least two financial members and any such nomination shall be signed by the nominee
 - Such nominations shall be in the hands of the Secretary at least fourteen (14) days before the commencement of the Annual General Meeting
- (i) Notwithstanding anything in the last preceding subclause (h) it shall not be necessary to nominate any retiring officer or member of the Executive Committee who shall without such nomination be eligible for re-election as an officer member of the Executive Committee
- (j) No business shall be transferred at any meeting unless a quorum is present at the commencement of such business. Such quorum shall unless determined by a General Meeting be twenty (20) members including the Executive Committee and or the chairperson, Secretary or Treasurer either personally present or represented by proxy save as hereinafter provided for in subclause (i) hereof

- (k) If within half an hour from the time appointed for the meeting a quorum of members is not present, the meeting if convened upon the requisition of members shall be dissolved. In any other case it shall stand adjourned to some convenient time and place to be determined by a majority of the members then present and if such adjourned meeting a quorum of members as provided for in subclause (h) hereof is not present the members then present shall constitute a quorum.
- (l) No person shall be eligible to vote either in person or by proxy unless he is a member as set out in Membership Clause.
- (m) Subject to the foregoing provisions, every member shall have one vote and no more save that any person having been duly appointed to vote as a proxy may record a vote for each member by whom he has been appointed.
- (n) Votes may be recorded personally or by proxy. The form of proxy must be in the hands of the Secretary at the office of the Society seven (7) days prior to the meeting at which the proxy is to be used. An instrument appointing a proxy shall be signed by the member making the appointment and shall be in the following form attached or any other forms the Executive Committee shall approve.

CONFIDENTIALITY OF DELIBERATIONS

- (p) The deliberations of the Executive Committee and any special or Sub Committees established by the Executive Committee shall at all times be confidential to the Executive Committee, except that the Executive Committee may, at its discretion, appoint a spokesperson to disclose such information as it deems necessary to whoever it thinks fit.
- (q) The Executive Committee may at its discretion, decide that all or any part of or one of the details of its deliberation be confidential to it.
- (r) Any member of the Executive Committee or any special or sub committee who breaches confidentiality as set out above will be required summarily to resign from and take no further part in the deliberations of the Executive Committee or Special or Sub committee to which the person was privy.
- (s) Any person required to resign in accordance with this subclause shall forever be prohibited from being elected either to the Executive Committee or Special or Sub Committee but they may at the discretion of the Executive Committee retain their membership and all other rights not excluded by this rule.

Section 8

(a) CHEQUES

All cheques shall be signed by three (3) members of the Executive Committee or endorsed in any manner as the Executive Committee direct.

(b) BOOKS AND FINANCIAL STATEMENT

- (a) The Runanga shall cause to be kept, proper books of account in which shall be kept full, true and complete accounts of the affairs, assets and complete account of the Runanga
- (b) At the close of each financial year and at such times as the Executive Committee may elect, an income and expenditure account and a statement of assets and liabilities shall be prepared and the correctness thereof ascertained by the Auditor
- (c) The Runanga shall deliver annually to the Registrar (pursuant to Section 23 of the Incorporated Societies Act 1908) in such form and at such times as he requires a statement containing the following particulars
 - The income and expenditure of the Runanga during the last financial year
 - The assets and liabilities of the Runanga at the close of the said year all mortgages, charges and securities of any description affecting any of the properties of the Runanga at the close of the said year
 - The said statement shall be accompanied by a certificate signed by the Secretary or in his/her absence some other officer authorised by the Executive Committee to the effect that the statement has been submitted to and approved by the members of the Society at a General Meeting

(c) AUDITOR

- (d) The remuneration of the Auditor shall be fixed by the Executive Committee of the Runanga
- (e) If any casual vacancy occurs in the office of any Auditor appointed, the Executive Committee shall appoint an Auditor to carry on the duties of the Auditor until the next Annual General Meeting
- (f) Every Auditor shall be supplied with a copy of the account and statements aforesaid and it shall be his/her duty to thoroughly examine the same in detail with the books of accounts and vouchers relating thereto
- (g) Every Auditor shall have a list delivered to him of all books kept by the Runanga and shall at all reasonable times have access to the books and documents of the Runanga and he/she may in investigating such accounts examine the Executive Committee or any other Officer of the Runanga who shall at all times render all assistance to such an Auditor
- (h) The Auditor shall make a report to the members upon the accounts and statements aforesaid and in every such report he/she shall state whether in his/her opinion the same is or are full and fair accounts and statements containing the particulars required by the Rules of the Runanga and properly drawn up so as to exhibit a true and correct view of

the Runanga's affairs and such report shall be read together with the report of the Executive Committee at the Annual General Meeting

(d) Notices

- (i) Every notice to be given to any member pursuant to any of these Rules shall be deemed to be sufficiently given and served upon him/her if posted or delivered to him/her at his/her address appearing in the Register of members or advertised by panui
- (j) The loss, delay or non delivery of any notice sent or delivered to any member of the runanga or of the Executive Committee whether through the post or otherwise shall not invalidate or prejudice any resolution passed or election made or any other thing done by the Runanga or Executive Committee
- (k) Any notice if given or served by post shall be deemed to have been served or give twenty four (24) hours after the letter containing the same is posted and in proving such service it shall be sufficient to prove that the letter containing the notice was properly addressed and put into the post office or a pillar box

Section 9

(a) MEMBERSHIP

- (a) Membership of NGATI HIKAIRO RUNANGANUI will include all Hapu (tribes) under "Te maru o Hikairo" (The protection and influence)
- (b) Membership of the Runanganui will be descendants of Hikairo the 1st or 2nd
- (c) Membership of Runanganui shall include all spouses and their children

(b) Resolution of Conflict Between Constituent Hapu

- (d) In the event of any conflict arising between constituent Hapu, unless the sustance of the conflict adversely affects the business of the Runanga, the conflict shall be resolved by the affected constituent Hapu
- (e) Where the business of the Runanga is adversely affected by any conflict by any constituent Hapu the Runanga shall call a general meeting of constituent Hapu for the purpose of resolving the issue provided that the Executive Committee shall attempt to resolve the conflict before calling a general meeting

(c) Protection of IWI WAHO

The Runanga acknowledge the presence and worth of **Iwi Waho** in its traditional boundaries and declares its intention to treat Iwi Waho in a charitable and honourable way

(d) Taurahere Within the Runanganui Boundaries.

The Runanganui o Ngati Hikairo acknowledge the presence of other Iwi within its boundaries and hereby recognises their rights to establish Taura Here to service their needs as resident people outside their Noho Tutura (Home area)

(e) MEMBERSHIP FEES

Every member shall pay into the Runanga an annual subscription of an amount as the Runanga shall fix at any General Meeting Late payment of fees shall be increased by a percentage fixed by the Committee

(f) Service to Members

All financial members shall be entitled to any service offered by the Runanga and non-financial members will be encouraged to become financial members in order to receive the same service

(g) Register of Members.

The Runanga shall keep a roll or register of its members containing the name, address and occupation of those members and the date they became members The runanga shall from time to timewhen require by the Registrar to do so under section 22 of the Incorporated Societies Act 1908, send to him/her a list of the names , addresses and occupations its members accompanied by a statutory declaration verifying the list and made by the chairperson, secretary or treasurer of the Runanga

(h) Expulsion of committee members.

The Committee at any time, and after careful and due consideration, may/will instruct the secretary to write and invite any committee member to resign within a specific time for breach of the rules or misconduct The member under expulsion shall be allowed to offer an explanation Expulsion will not release him/her from any liability owed to the Runanga befor his/her expulsion

Members shall cease to be a member of the Runanga in any of the following events

- (h) If, having paid the previous years and all previous years subscriptions (unless waived in accordance with rules, Section 7 Confidentiality of deliberation sub clause (r), he or she shall by notice in writing to the Runanga resign from membership

- (i) If he/she be expelled from membership by a resolution of the committee
- (j) He/she renounces his/her membership by public declaration. Any member who leaves the Runanga by public declaration in anger shall have the right to regain membership a "cooling down" time until the next General meeting and any apologies or other act of whakaiti appropriate to the situation
- (k) The Executive shall have the power to appoint a member to fill any casual vacancy on the Committee until the next Annual General Meeting. When as shown in Section 7 subclause (h), a new member will be elected
- (l) Members who have not paid their annual subscription by the A G M will not be able to take part in the meeting. The secretary shall notify all such members (3) three months after the Annual General Meeting if payment has not been made. If payment is still outstanding by the next A G M, they will automatically be struck from the Register of Members

Section 10

(a) ALTERATION OF RULES

Subject to Section 21 of the Act these Rules or any of them may be altered, amended, added to or rescinded by a resolution in that behalf passed by a bare majority of the members as, being entitled to do so, vote in person or by proxy at a General Meeting of which notice specifying the intention to propose the resolution has been duly given, provided that any such alteration, addition or amendment which prejudicially affect the charitable nature of the Runanga shall be null and void

(b) AUDITING

All Runanga records and accounts are to be audited by a fully qualified auditor annually and before 31st March each year

(c) DISPOSAL OF ASSET

In the case of the Runanga being dissolved or ceasing to function the Runanga will go into recess for a period of 12 months and thereafter re-operate as an organisation or undertake to dispose of all assets. These matters are to be dealt with by the Committee on the outcome of a General Meeting

(d) WINDING UP

- (a) The Runanga may be wound up voluntarily at a General Meeting of its members, passes a resolution requiring the Runanga to be wound up and the resolution is confirmed at a subsequent General Meeting called together for the purpose and held not earlier than thirty (30) day after the date on which the resolution so to be confirmed was passed
- (b) Upon winding up or dissolution of the Runanga there remains after the satisfaction of all costs and its debts and liabilities any property or assets whatsoever the same shall not be paid to or distributed among members but shall become the property of the body properly established and representative of the Ngati Hikairo Iwi, whatever that body may be called and which shall prohibit the distribution of its or their income and property among its or their members to an extent imposed on this Runanga
- (c) The Society shall comply with Section 24 of the Incorporated Societies Act 1908

In the event of the possible winding up of the Runanga, every effort shall be made to consult and seek advice from TE ATAIRANGI KAAHU or her duly elected successor

(e) CONTRIBUTIONS, DONATIONS, KOHA, SUBSIDIES, GRANTS.

All contributions, donations, koha, subsidies, grants, and any other gifts of monies is to be recorded and banked into the Runanga's bank account. Monies gained from Grants are to be used for the specific purpose applied for. However, the Runanga may use its discretion in respect to the direction that Grants may be used to achieve the purpose of the application

(f) PRESS, RADIO AND TELEVISION STATEMENTS

No member or person connected with the Runanga is to make any press, radio, or TV statements prior to having discussed it with the Chairperson from whom clearance must be obtained. Normally the Chairperson will make the statement, however, he may appoint another person

(g) COMMON SEAL

The Secretary shall have custody of the Common Seal of the Runanga and the Seal shall not be affixed to any instrument except by the authority of a resolution of the Executive Committee and in the presence of a member of the Executive Committee and of the Secretary or any other such person as the Executive Committee may appoint for the purpose, and that member of the Executive Committee and the Secretary or other person as aforesaid shall sign every instrument to which the Common Seal of the Runanga is so affixed in their presence

Jack Cunningham
Chairperson

APPLICATION FOR INCORPORATION

We, the fifteen persons whose signatures appear below are members of

(name of Society) **Te Runanganui O Ngati Hikairo Inc**

As members of the society we hereby apply for the incorporation of our society under the Rules of the Society as supplied with this application, in accordance with the Incorporated Societies Act 1908

Dated this **7th** day of **February** 19**95**

APPLICANT		WITNESS	
1 Signature <i>[Signature]</i> Occupation CONCRETE/Painter	Address 34 EXETER CRES MURKESTON NORTH	Signature <i>[Signature]</i> Occupation Surveyor	Address 37 Clippers St Porirua
2 Signature <i>[Signature]</i> Occupation House wife	Address 18 SIMS ST Hamilton	Signature Occupation	Address
3 Signature <i>[Signature]</i> Occupation Teacher	Address 31 Clippers St Titahi Bay	Signature Occupation	Address
4 Signature <i>[Signature]</i> Occupation KAUMATUA	Address KAORA ST KAWHIA	Signature Occupation	Address
5 Signature <i>[Signature]</i> Occupation Community Health Work	Address PDC BOX 2 KAWHIA	Signature Occupation	Address
6 Signature <i>[Signature]</i> Occupation Reporter	Address FB 237 Old Farm Rd HAMILTON	Signature Occupation	Address
7 Signature <i>[Signature]</i> Occupation Housewife	Address Main Rd. Kawhia	Signature Occupation	Address
8 Signature <i>[Signature]</i> Occupation Managers Camp Ground.	Address NOKE ST	Signature Occupation	Address
9 Signature <i>[Signature]</i> Occupation Camp Ground Manager	Address Make St.	Signature Occupation	Address
10 Signature <i>[Signature]</i> Occupation Labourer	Address 17oney St Kawhia	Signature Occupation	Address
11 Signature <i>[Signature]</i> Occupation celebrant	Address 107. Birnie St Hamilton	Signature Occupation	Address
12 Signature <i>[Signature]</i> Occupation Sea Clerk	Address 107 Birnie St Ham - rd	Signature Occupation	Address
13 Signature <i>[Signature]</i> Occupation Social Worker	Address 16 Bothwell St Hamilton	Signature Occupation	Address
14 Signature <i>[Signature]</i> Occupation care giver	Address 16 Norrie St Hamilton	Signature Occupation	Address
15 Signature <i>[Signature]</i> Occupation Kaumatu	Address 16 Norrie Hamilton	Signature Occupation	Address

NOTES A TWO copies of this application are required Applicants should sign in the same place on each copy
B A person who is an applicant CANNOT be a witness to the signature of any of the other applicants