



**KING COUNTRY ELECTRIC POWER TRUST**  
2020 Biennial Election  
CANDIDATE HANDBOOK

# Contents

---

|   |           |
|---|-----------|
| <b>Introduction</b>                       | <b>3</b>  |
| <b>Mission and Purpose of the Trust</b>   | <b>4</b>  |
| <b>Trustee meetings and remuneration</b>  | <b>5</b>  |
| <b>2020 Election process summary</b>      | <b>6</b>  |
| <b>Candidate qualifications</b>           | <b>7</b>  |
| <b>Nominations</b>                        | <b>8</b>  |
| <b>Candidate profile statements</b>       | <b>9</b>  |
| <b>Election campaigning and hoardings</b> | <b>10</b> |

---



**KING COUNTRY ELECTRIC POWER TRUST**

[www.kcpowertrust.co.nz](http://www.kcpowertrust.co.nz)

# Introduction

---

This booklet outlines information which may be of interest to you as a candidate for the 2020 King Country Electric Power Trust election.

The election is being conducted by postal and internet voting with the election day being Wednesday 26 February 2020.

The election is conducted pursuant to the requirements and conditions of the Trust Deed.

The responsibility for carrying out the election has been contracted to electionz.com Ltd, an elections management company based in Christchurch. Warwick Lampp from electionz.com has been appointed as Returning Officer for the King Country Electric Power Trust.

The Trust is administered by five trustees, three of whom retire by rotation this year. Nominations are sought for the election of three trustees to hold office for the next four years. Retiring trustees can stand for re-election if they choose.

For further information or additional copies of this booklet or nomination papers, contact the election helpline on either 0800 666 043 or [iro@electionz.com](mailto:iro@electionz.com)

## Relevant key dates are

|                           |                                       |
|---------------------------|---------------------------------------|
| Nominations Open          | Wednesday 27 November 2019            |
| Electoral Roll Closes     | Friday 27 December 2019               |
| Nominations Close         | 4pm Friday 17 January 2020            |
| Delivery of Voting Papers | Commences Friday 7 February 2020      |
| Voting Closes             | 12 noon Wednesday 26 February 2020    |
| Results Available         | From 4pm on Thursday 27 February 2020 |
| Official Declaration      | From Wednesday 4 March 2020           |

# Mission and Purpose of the Trust

---

## Mission Statement

To own shares in King Country Energy (KCE) and other investments and make distributions for the benefit of the consumer/beneficiaries. To maintain, grow and enhance these investments/distributions. To maintain integrity regarding moral obligation to the consumer beneficiaries.

## The Beneficiaries Are

The beneficiaries are consumers who are connected to The Lines Company Ltd network within the King Country Electric Power Board's licensed area as gazetted on the 11th day of September 1989 by the Minister of Energy of the time The Hon DJ Butcher.

## The Relationship between the Trust (KCEPT) and the Company (KCE)

Clause 9 of the Trust Deed describes the link between the Trust and the company. To date the company and the Trust have always grown together.

In the future there may be other opportunities for KCEPT to co-invest with KCE.

As a shareholder, we are interested in helping our investment in KCE by supporting them to grow the business and also change in line with commercial imperatives.

The Trust, as a shareholder has the opportunity to promote and nominate candidates for appointment as directors to the KCE in a manner proportional to our shareholding.

As a 25% shareholder, we will continue to strengthen our relationship with the company and meet with the directors and management whenever necessary.

## The Trust's Purpose and Reason for Being

1. To bring/maximise benefits to our consumer/beneficiaries
2. To own and manage shares in KCE and make other investments for the benefit of our consumer/beneficiaries

To achieve their purpose, the Trustees have identified a set of core activities and supporting activities.

## Core Activities

1. Own shares in KCE
2. Manage investments / look for investment opportunities
3. Distribute funds for the benefit of the consumer/beneficiaries
4. Consult and engage with consumer/beneficiaries as required by the Trust Deed

## Duties that support those Core Activities

- Maintain high ethical standards
- Consult with legal and financial consultants (external experts, portfolio manager) and comply with relevant laws
- Continually review investment opportunities
- Monitor investment performance and negotiate investment changes
- Maintain relationships with KCE - liaising with directors and appointing directors
- Maximise returns on investments and work on achieving high return to shareholders (within our risk profile)
- Support energy efficiency projects
- Employ a Secretary
- Maintain a website, history of the Trust <https://kcpowertrust.co.nz/>
- Attend ETNZ conferences

## Vision and Goals, Moving Forward

The Trustees have strong alignment regarding their vision and goals moving forward. They would like to:

### Grow Capital

Trustees would like to increase current cash distributions to consumer/beneficiaries.

Trustees would like the ability to expand the distribution to beneficiaries in different but just as useful forms, ultimately creating higher distributions overall.

## Increase the Trust’s Profile in the Community

The Trustees would like to increase the visibility and profile of the Trust in the King Country area, to be recognised as an important contributor to the economic and social well-being of our community.

Trustees would like to be known by the public and have more community engagement.

Develop Investment Relationships - KCE and Potential New Partners

Trustees would like to strengthen relationships with investors for growth – work with others on the same trajectory – and increase the value of our investment portfolio.

## Board of Trustees Approach

Trustees take a team approach and try to achieve decisions by consensus. They respect and encourage each other and rely on individual expertise in decision-making – they also seek the advice of outside consultants to support those decisions. The Trustees take an ethical and honest approach to exercising their fiduciary responsibility, focusing on good business practices and always being mindful of the benefit for consumer/beneficiaries.

# Trustee meetings and remuneration

---

Meetings are held every month and are usually rotated around the area, one meeting at Taumarunui, the next at Turangi and the next at Ohakune then continuing with that rotation throughout the year to make travel more even for all Trustees. The AGM is usually held in August. The Chairperson of the Trust is appointed by the Trustees at the first meeting of the Trust after the election.

The trustees meet twelve times a year, sometimes more if required plus teleconference meetings if necessary. Meetings vary in length; anywhere from two to six hours, depending on the length of agenda/business to discuss.

Current Remuneration Levels are:

|          |                    |
|----------|--------------------|
| Chairman | \$27,492 per annum |
| Trustees | \$17,172 per annum |

Trustees are also reimbursed for travel to meetings and Trust related business @ .80c per km.

# 2020 Election process summary

---

The 2020 election is being carried out under the full authority and discretion of the Returning Officer pursuant to the Trust Deed. The decisions of the Returning Officer are final.

The Returning Officer function has been contracted to Warwick Lampp from electionz.com. electionz.com is an election management company based in Christchurch, providing election management services to many public and private organisations in New Zealand.

If an election is required, it will be carried out by postal and internet voting to approximately 10,000 qualifying customers. Each unique qualifying customer receives one vote in the election.

Processing and printing of the voting papers will be carried out by the Returning Officer. The roll, along with the list of candidates, is sent to the mail house in late January where the voter packs including the voting paper, candidate profile sheet, reply paid envelope and outer envelope are prepared. The voter packs will then be lodged with NZ Post on Friday 7 February 2020.

Once the completed votes are received by the Returning Officer in the reply paid envelopes, electors are marked off the roll as having voted. The trust deed does not allow processing of the voting papers to commence until the day after the close of voting date. All voting papers will therefore be processed on Thursday 27 February 2020 under the direction of the Returning Officer.

Any Trustee candidate is entitled to appoint a representative to attend the official count. There is no provision within the trust deed allowing those representatives to participate in the vote processing so their role is as an observer only.

Voting closes at 12 noon Wednesday 26 February 2020. It is anticipated that the election result will be available from 4pm on Thursday 27 February 2020. The Returning Officer will advise all candidates of the election result by phone or email.

All enquiries about the election results must be directed to the Returning Officer, Warwick Lampp, electionz.com, 0800 666 043 or iro@electionz.com

# Candidate qualifications

---

## Eligibility to be a trustee

Rule 2.6 of Schedule 1 of the Trust Deed lists the following eligibility criteria for candidates:

**2.6** The following persons may not hold office as a Trustee:

- (a) a bankrupt who has not obtained a final order of discharge or whose order of discharge has been suspended for a term not yet expired, or is subject to a condition not yet fulfilled;
- (b) a person who has been convicted of any offence punishable by a term of imprisonment of 2 or more years;
- (c) a person who has been convicted of any offence punishable by imprisonment for a term of not less than two years and has been sentenced to imprisonment for that offence;
- (d) a person to whom an order made under section 135 of the Companies Act 1993 applies;
- (e) a person who is mentally disordered within the meaning of the Mental Health (Compulsory Assessment and Treatment) Act 1992;
- (f) a person who is not a parliamentary elector for the purposes of the Electoral Act 1956;
- (g) a person who is holding office as a director of or is employed by the Lines Company;
- (h) a person who is not an Elector.

The Trust Deed defines Electors as:

*“Electors” means at the first anniversary of the Termination Date, or at any earlier appropriate date designated from time to time by the Trustees, any person:*

- (i) whose name appears on a roll of the electors of a Local Authority the whole or any part of whose district is situated within the District; and*
- (ii) whose electoral address is within the District.*

[Candidates are required to sign the nomination form acknowledging that they meet the requirements of Rule 2.6 of Schedule 1 of the Trust Deed.]

## Eligibility requirements

The Trust Deed defines Consumers as:

*“Consumers” means persons, who at any appropriate date designated by the Trustees from time to time, are named in the records of the Lines Company as persons whose premises are connected to the Lines Company’s lines network within the District, unless any such person who qualifies as a Consumer in accordance with this definition advises the Lines Company or the Trustees irrevocably in writing that he, she or it does not wish to be a Consumer for the purposes of this deed.*

## Eligibility to vote

- (a) Subject to (b) below, each Consumer on the Roll as at 27 December 2019 shall be entitled to one (1) vote only in the election;
- (b) each group of joint Consumers is entitled to one (1) vote between them, and anyone in that joint group may exercise the vote of that joint group;
- (c) a Consumer that is a company or is another incorporated or unincorporated body (other than a joint Consumer) or is a local authority is entitled to exercise its vote through a representative (who may also be a Consumer on the Roll and entitled to exercise a personal vote).

# Nominations

---

## Nomination forms and closing date for nominations

Nominations open on Wednesday 27 November 2019 and close at 4pm on 17 January 2020.

A public notice calling for nominations will appear in the regional newspapers from Tuesday 26 November 2019.

Each nomination must be made on the appropriate official nomination form. Nomination forms and this handbook are available on application to the election helpline by either 0800 666 043 or [iro@electionz.com](mailto:iro@electionz.com)

The completed nomination form should be accompanied by a candidate profile statement (maximum of 200 words not including the candidate's name) and a recent photo of the candidate. The nominator's power account number (which appears on the power account) must be provided on the nomination form, and a copy of the latest power a/c provided.

If a candidate is a Consumer, they can nominate themselves if they wish, or get another Consumer to nominate them.

If a candidate is NOT a Consumer they MUST get a Consumer to nominate them.

Candidates do not need to live within the Representation Area they are enrolled in, but MUST be enrolled as an elector at an address within the King Country Electric Power Trust district.

If a candidate is commonly known in the community by a slightly different name (eg Edward Smith is commonly known as Ted Smith) and has been known by this name for at least the last six months (to the satisfaction of the Returning Officer), the commonly known name may appear on the nomination form and voting papers.

King Country Electric Power Trust nomination forms can be lodged with the Returning Officer direct at [electionz.com](http://electionz.com), 3/3 Pukaki Road, Yaldhurst, Christchurch, or by emailing scanned copies of the documents to [nominations@electionz.com](mailto:nominations@electionz.com)

Once lodged, nomination forms are checked to ensure the candidate is eligible (name appears on the Roll) and the nominators are consumers whose names appear on the Roll.

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

**Nomination papers can be mailed to the Returning Officer, but should the Returning Officer receive it after the close of nominations, the nomination is invalid. Delivery by mail does not always give adequate opportunity to ensure the nomination is correct and is not recommended. The preferred method is to scan and email the nomination documents to the Returning Officer: [nominations@electionz.com](mailto:nominations@electionz.com)**

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



# Candidate profile statements

---

Candidates are able to provide candidate profile statements with the completed nomination form. In the event an election is required these will be collated by the Returning Officer and forwarded to consumers with the voting papers.

Profile statements and candidate photos should be provided electronically by email. Please email them to [nominations@electionz.com](mailto:nominations@electionz.com).

The profile statements:

- Must not exceed 200 words (excluding the candidate's name).
- Should be supplied electronically in MS Word or similar format.
- Must be confined to information concerning the candidate, and the candidate's policies and intentions if elected to the Trust.

The Returning Officer is not required to verify or investigate any information included in a candidate profile statement, other than to verify any factual information about the Trust or the Company. The Returning Officer will take no responsibility for the accuracy of the content, however may suggest corrections to spelling or grammar if appropriate.

A disclaimer concerning the accuracy of the information contained in the statements will be published in the profile statement document.

A recent photo should also be provided with the nomination paper. Photos should be provided in colour. Hard copy photos will not be returned to candidates. Photos supplied electronically should be a minimum of 300 dpi and supplied as a jpeg, ie .jpg format.

## Procedures after the close of nominations

Confirmation of the accepted nomination will be given to each candidate by email as soon as the nomination form is verified.

After the close of nominations, the Returning Officer will advise each candidate by email of the final nominations, along with additional information about the conduct of the election (if required).

A list of confirmed candidates will be listed on the Trust website as soon as possible after the close of nominations.

If an election is required, the Returning Officer will then collate the candidate profile statements and photos into a Candidate Profile document for distribution to electors with the voting papers.

Candidate names will be printed on the voting paper in alphabetical order, surname first then first name, eg: LAMPP, Warwick

# Election campaigning and hoardings

---

## Campaigning

Election campaigning can commence anytime but must cease by the close of voting at 12 noon on Wednesday 26 February 2020.

Voting papers are not permitted to be collected from electors by candidates or their assistants. Each elector is expected to post or deliver his or her own voting paper or electronic vote to the Returning Officer.

No election material may contain an imitation voting paper which has the names of the candidates with any direction or indication as to the candidate a person should vote for, or in any way contains such direction or indication likely to influence the voter.

No election material can contain any untrue statement defamatory of any candidate and calculated to influence the vote of any elector.

No election material may include any use of the King Country Electric Power Trust logo or letterhead.

## Election hoardings

Any queries regarding election signs must be made to the relevant district councils. Each council has their own specific rules regarding placement and sizes of elections hoardings and signs etc.

All signs or structures must be removed by noon Wednesday 26 February 2020.



