

# **Constitution Sub-Committee Update 1**

Dear All

A lot of effort has been put into compiling the Governance material, and I trust all members are making use of these resources.

Attached:

- 1. Clauses of Significance**
- 2. Governance Material - Training Resources**
  - Community Net Aotearoa  
[www.community.net.nz](http://www.community.net.nz)
  - Dept of Internal Affairs – How to contact a  
Community Advisor  
[www.dia.govt.nz](http://www.dia.govt.nz)
  - Citizens Advice Bureau  
[www.cab.org.nz](http://www.cab.org.nz)
- 3. Index of Rules and Governance material**  
[www.nzindians.org.nz](http://www.nzindians.org.nz)
- 4. Committee Member contact list**  
Feel free to contact these members for  
assistance

# Constitution Sub-Committee

## Clauses of Significance

### A. New Branches – Clause 5(1)(b)

#### 5.0 BRANCHES AND MEMBERSHIP

#### 5.1 Branches as Members of the Association

- (b) Any application from an organisation for affiliation to the Association shall be made as follows:
  - (i) The application is to be received by the General Secretary at least six months before the AGM of the Association. Any such application shall be considered and approved by the Executive committee by a two-thirds majority.
  - (ii) The Executive committee shall consult with the existing Branches that adjoin the area served by the new organisation before deciding if the application should proceed.
  - (iii) The Executive may recommend an application subject to approval by the Executive by a two-thirds majority of votes cast to the next AGM of the Association.
  - (iv) All applications are to be approved by a two-thirds majority of the votes cast at the next AGM of the Association. Only the Foundation Branch delegates and officers of the Association shall be entitled to vote.

### B. Alteration of Rules – Clause 17

**17.0 ALTERATION OF RULES**

- 17.1 These Rules may be amended or replaced by resolution of any General Meeting passed by a three-fourths majority of those present and voting.
- 17.2 Any proposed motion to amend or replace these Rules shall be signed by at least 2 Branches and given in writing to the General Secretary at least two calendar months before the General Meeting at which the motion is to be considered, and accompanied by a written explanation of the reasons for the proposal.
- 17.3 At least 30 clear days before the General Meeting at which any such proposal is to be considered the General Secretary shall post to all Branches written notice of the proposed motion, of the reasons for the proposal, and of any recommendations from the Executive Committee in respect thereof.
- 17.4 When any such amendment to or replacement of the Rules is made:
- (a) Duplicate copies of every such amendment or replacement shall forthwith be registered with the Registrar in accordance with the requirements of the Act,

- (b) Such amendment or replacement shall be deemed to take effect from the date of registration and shall from that date operate and apply effectually as if they had been in effect from the incorporation of the Association in the first instance, but any persons in office at such date shall continue to hold office as if they had been elected or appointed under the Rules as amended or replaced, and
- (c) Such amendment or replacement shall not affect anything done or purporting to have been done under the Rules prior to such amendment or replacement; and all resolutions adopted, liabilities incurred and all other acts, deeds, matters, things and appointments made done or entered into by the Association or its Officers or others on its behalf shall be deemed to be valid irrespective of any irregularity or defect that may have existed in connection therewith under the Rules prior to such amendment or replacement.

### **C. Sub-Committee – Clause 8.10**

- 8.10 A General Meeting may appoint sub-committees consisting of such persons (whether or not Members of the Association) and for such purposes as it thinks fit, and any such sub-committee shall cease to exist at the end of the next Annual General Meeting after their appointment. Unless otherwise resolved by a General Meeting:
- (a) The quorum of every sub-committee is half the members of the sub-committee,
  - (b) No sub-committee shall have power to co-opt additional members,
  - (c) No sub-committee may commit the Association to any financial expenditure without express authority, and
  - (d) No sub-committee may delegate any of its powers.

### **D. Change Over – Clause 9.5**

- 9.5 Each officer shall within one calendar month of submitting a resignation or ceasing to hold office deliver to that officer's successor all books, papers and other property of the Association possessed by such former officer

**Rules of NZICA (Inc) and Governance now available on website:**

**[www.nzindians.org.nz](http://www.nzindians.org.nz)**

**Please familiarise yourself with this document.**

**A L Vasan  
Chairman  
Constitution Sub-Committee NZICA Inc**

# Governance material

1. **Community Net Aotearoa**  
**[www.community.net.nz](http://www.community.net.nz)**

## How-to Guides - Community Resource Kit

Resources for setting up and running community organisations and projects.

### Community Resource Kit

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The Community Resource Kit is a guide to setting up and running community groups in New Zealand. It is for community, voluntary and iwi/Māori organisations, from small or emerging groups to more established organisations, and all the workers, volunteers and advisors working with these groups.



This latest online edition of the Community Resource Kit builds upon the Community Development Resource Kit published in 1993 by the Department of Internal Affairs and Ministry of Social Development, and the revised version produced in 2006.

The Kit can be downloaded section-by-section. Help to access the Kit online is available from community advisors at Department of Internal Affairs' regional offices and at Citizens Advice Bureaux. It can also be accessed via free Internet sites available in places such as public libraries and information centres.

*Please note:* To access the websites and web pages referred to in this resource, copy and paste the blue-highlighted web addresses into your Internet browser.

2. **Dept of Internal Affairs – How to contact a Community Advisor**  
**[www.dia.govt.nz](http://www.dia.govt.nz)**

3. **Citizens Advice Bureau**  
**[www.cab.org.nz](http://www.cab.org.nz)**

4. **Joshua Clark, Regional Advisor - Education, at the Charities Commission, email address is [joshua.clark@charities.govt.nz](mailto:joshua.clark@charities.govt.nz)**

Joshua has worked closely with OEA, and was a speaker at the Auckland EthnicA conference and is also speaking this weekend at the Wellington EthnicA conference.



**Rules of**

**New Zealand Indian**

**Central**

**Association Incorporated**

**and**

**Governance Resources**

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# Sub-Committee Members

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