

Notice of Annual General Meeting and call for nominations for the National Executive 2025

Social
Service
Providers

Te Pai
Ora o
Aotearoa



Ngā mihi mahana ki ngā mema kātoa o Social Service Providers Te Pai Ora o Aotearoa.

This Notice is the formal notification to members of the business coming up at the AGM and the call for nominations for the National Executive. It also outlines the process for Resolutions and Notices of Motion and how to email your vote if you are unable to attend the AGM.

Key Details

Our AGM will be held online via Zoom. As a national membership-based organisation, holding our AGM virtually makes attending as accessible as possible for our members around the motu. All Te Pai Ora SSPA members are warmly welcome to attend – nau mai, haere mai ki tēnei hui.

Please mark the date and time in your diary now:

Thursday 13 November 2025, 2pm on Zoom

Register [here](#) for the AGM. The AGM will run for up to an hour. All members are invited to attend. We require a quorum of 12 members to run the AGM. This is a valuable opportunity for us to hear from you and to update you on what on what we have achieved this year.

The format of the formal AGM will be as follows:

- Welcome from Co-chairs
- Approval of the Minutes of the 2024 AGM
- Annual Report and reflections from the past year
- Acceptance of the 2024-2025 Performance Report, including the financial reports
- Voting on the vacancies on the National Executive if required (or confirmation of the nominations)
- Appointment of Auditor
- Any Resolutions or Notices of motion received by the due date – see below

There will not be any items of general business from the floor. If members wish to raise specific issues they can do so via a notice of motion, prior to the AGM.

The AGM will be hosted by a panel comprising the Co-Chairs of the National Executive, the Treasurer, and the Chief Executive Officer. Administration and vote counting support will be provided by the Te Pai Ora SSPA Team. Pātai from attendees on the performance report will be taken via the chat function within Zoom. Voting procedures, including on National Executive nominations if required, will be outlined beforehand and also explained at the start of the AGM.

An agenda and papers will be made available on the Te Pai Ora SSPA website. A link will be sent to members by Thursday 6 November.

Eligibility to vote and attend AGM

Representatives of any Te Pai Ora SSPA member organisation may attend, whether full members or affiliates. Only full members who are paid up (i.e., have paid their membership fees for the current 2025/26 year) may vote. Voting is on the basis of one vote per member organisation. Affiliate and student members are not eligible to vote. A quorum for the AGM is 12 full members of Social Service Providers Te Pai Ora o Aotearoa.

Email Voting

Members who are unable to attend the online AGM may cast their vote electronically beforehand. Details will be sent out by email by 6 November with the closing date to receive such votes being 12pm, Monday 10 November 2025.

Nominations for the National Executive

The National Executive is Te Pai Ora SSPA's governing body and is responsible for the organisation's strategic direction and sustainability. A position on the Executive is a great opportunity to take up a leadership role in our sector. A Guide for prospective executive members is available [here](#), we encourage you to read this if you are thinking about the opportunity. It outlines the role of the National Executive, and of individual executive members and the time commitment involved.

At this AGM, the current term of one tangata whenua member of the National Executive will conclude. Consequently, we are calling for nominations for this position. The member who is completing his term is Tuhi Leef (tangata whenua, current Treasurer). Tuhi is eligible for re-election and has indicated that he intends to stand again.

The position is open to anyone eligible to be nominated for these vacancies. Under our Rules, the National Executive shall comprise at least six and no more than nine voting members.

Key things you need to know if you're thinking of nomination:

- You must work for a full financial member organisation of Te Pai Ora SSPA or be in a governance role there and have the organisation's support for your nomination.
- You must be nominated for either a tangata whenua or tauiwi position, as appropriate. N.B. anyone who meets the eligibility criteria for nomination to the National Executive and who is of whakapapa Māori can be nominated to a tangata whenua position (i.e. you do not have to be working within an Iwi or kaupapa Māori organisation).
- An election will be held at the AGM as well as via email voting for those unable to attend.

Further details can be found in the guide. Any pātai or discussion, please contact Belinda Himiona, Chief Executive Officer: 02102301029 or ceo@sspa.org.nz

You can complete the online nomination form [here](#). Nominations must be received with the form by 5pm, Thursday 30 October 2025.

Resolutions and Notices of Motion

We are also now calling for any Notices of Motion or Resolutions members would like to submit to the AGM.

A Resolution proposing changes to Te Pai Ora SSPA's rules will be circulated prior to the meeting. This includes changes needed to ensure compliance with the requirements of a Constitution under the Incorporated Societies Act 2022 as well as amendments to ensure the rules are consistent and up-to-date. The Resolution will be supported by explanatory material outlining which sections of the current Rules are under consideration and specific wording proposed for any amendments or additions. A mover and a seconder must be identified at the AGM.

A Notice of Motion may raise any other matter which is relevant for the AGM to consider. It should contain the proposal stated as a recommendation, plus brief supporting materials.

Any notices of motion or resolutions must be received by the Chief Executive Officer (email to ceo@sspa.org.nz) no later than 5pm Thursday 30 October 2025.

Summary of Key Dates

Thursday 30 October 2025

- Nominations for National Executive due:
 - 1 tangata whenua position
- Resolutions and Notices of Motion due

By Thursday 6 November 2025

- AGM papers sent out by email to members. Includes:
 - Agenda for AGM
 - Minutes from the 2024 AGM
 - Nominations received for National Executive
 - Any Resolutions and Notices of Motion
 - Proposed amendments to the Te Pai Ora SSPA Constitution
 - Annual Report and Financial Statements
 - Email voting opens

Monday 10 November 2025

- Email voting closes 12pm

Thursday 13 November 2025

- AGM at 2pm via Zoom

Mā tini, mā mano, ka rapa te whai. By joining together, we will succeed.

Te Pai Ora SSPA is a collective of social service providers walking alongside children and whānau every day. We strengthen the social sector through advocacy and engagement, learning and development, relationships and sector leadership. Our mahi contributes to ensuring children and whānau can thrive now and intergenerationally.