



## **2022 Local Authority Elections**

### **Frequently Asked Questions Relating to Local Authority and Licensing Trust Elections**

## Introduction

The following Frequently Asked Questions (FAQs) have been compiled by the Taituarā Elections Reference Group to assist Electoral Officers, Electoral Officials and Customer Service Staff to answer enquiries from citizens, electors, ratepayers, potential candidates, media, etc.

Please note that the FAQs are not, and cannot be, inclusive of every question or query that may be asked about the local elections.

The FAQs are in two sections:

Section A      FAQs primarily covering local government elections – regional, city, district, community boards etc.; and

Section B      FAQs relating specifically to licensing trusts

The FAQs are also designed for Electoral Officers to adapt or augment them to suit their particular election circumstances. In other words, factor in where they have licensing/community trust elections, are holding a poll or referendum in conjunction with the elections or in the case of the Auckland Council, specify the roles of the governing body members and that of local board members.

The FAQs also recognise that some types of questions received will need to be referred to the Electoral Officer for answer due to their complex/sensitive nature.

## Section A

### Frequently Asked Questions Relating to Local Government Elections

#### General Information

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- Q1. When is the next Local Government election?** **A** Election Day is Saturday 8 October 2022 and voting closes at midday on that day. The voting period starts on Friday 16 September 2022.
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- Q2. Who is running the election?** **A** The Electoral Officer has full responsibility for running the election.
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- Q3. What is the name of the Electoral Officer/Deputy Electoral Officer?** **Electoral Officer:**  
Mark Low phone 03 687 7200  
Email: [mark.low@timdc@govt.nz](mailto:mark.low@timdc@govt.nz)  
**Deputy Electoral Officer:**  
Anthony Morton phone 0800 666 048  
Email: [amorton@electionz.com](mailto:amorton@electionz.com)
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- Q4. What type of voting method do you use?** **A** FPP for Council, Regional Council and any Licensing Trust.
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- Q5. What issues (elections) can we vote for?** **A** Mayor, Councillors (Timaru, Pleasant Point - Temuka and Geraldine wards), Geraldine, Pleasant Point and Temuka Community Boards, Canterbury Regional Council (ECan) and Geraldine Licensing Trust.
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**General Information**

**Q6. What is an at large councillor?**

**A** These councillors are elected by the electors of the whole district or city – not just by electors from part of the district or city.

Some councils elect all their councillors At Large (District-wide), while some have councillors who are elected to a specific ward, while others have a mixture of both.

The Mayor of a district or city is elected at large.

Regional councillors are elected on a constituency basis.

**Timaru District Council Councillors are elected by ward as follows:**

Geraldine Ward – one (1) councillor

Pleasant Point – Temuka Ward – two (2) councillors

Timaru Ward – six (6) councillors

**Q7. What is the role of a councillor/community board member?**

**A** A councillor:

- Participates in strategic and long-term planning for the whole city/district/region;
- Participates in setting a budget and rates;
- Develops policy across a wide range of activities and services;
- Represents the city/district/region at functions as required;
- Reviews and develops bylaws for the city/district/region;
- Advocates on a wide range of issues;
- Coordinates and forms partnerships with other spheres of government and other agencies;

## General Information

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- Participates in the appointment and performance review of the Chief Executive Officer;
- Acts on all these matters within a legislative and regulatory framework;
- Monitors the performance of the council organisation.

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**A** Community board member:

- Promotes residents' issues and initiatives to the board and the city or district council;
- Makes decisions about activities delegated to the community board by the council;
- Monitors the provision of council services and advocates changes as necessary;
- Engages in community development activities in conjunction with council officers;
- Takes a proactive stance anticipating strategies and policies that may be needed;
- Represents the community to other agencies;
- Promotes the role of the community board in the wider community;
- Works cooperatively with the council.

## General Information

**Q8. *What is the difference between Māori and general wards/constituencies?***

**A** Some councils have established Māori wards or constituencies. For those councils, members of Māori wards / constituencies are elected by those enrolled to vote on the respective Māori electoral roll; similarly members of general wards / constituencies are elected by those enrolled to vote on the respective general electoral roll.

## Candidates

**Q9. *What qualifications and experience do I need to be a candidate?***

**A** You must be a New Zealand citizen and be a parliamentary elector anywhere in New Zealand.  
Other requirements are that:

- You are nominated by two electors in the area you are standing for.
- You or your spouse/partner must not have concerns or interests in contracts over \$25,000 with the council.
- If you are subject to a Court Order under section 31 of the Protection of Personal Property Rights Act 1988, you should take legal advice.
- If you are an employee of the council, you must resign before taking up your position as an elected member. The rules of some councils may require you to take leave for campaigning prior to the election.

You do not need to reside in the area (city, district, ward, constituency, community board or local board) that you are standing for.

## Candidates

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You do not need any formal qualifications. Elected members come from all walks of life and generally have a desire to serve their community.

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### **Q10. Which local government positions am I able to run for?**

**A** You can choose to stand for election for any position in a city council, district council or regional council. You are able to run for mayor, councillor, community board member or local board member.

If you choose to stand for more than one position there are some restrictions and rules:

- You cannot stand for both a city council/district council and a regional council.
- Where a council has both an 'at large' and wards system of representation, you cannot stand as councillor for both positions.
- You cannot stand as councillor for more than one ward or constituency in a council.

But

- You can stand as a member for more than one community board or local board within that council (but if elected to more than one local board, you must have preselected which local board you will take).
  - You can stand for councillor and also for member of a community board or local board (but if elected to both positions, you take the highest ranked position).
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## Candidates

- You can stand for both mayor and councillor (but if elected to both positions, you take the highest ranked position).

**Q11. *When I stand for election, can I be affiliated with an organisation or group?***

**A** Yes, if you belong to a political party or other group, you may want to identify with them. However, you don't have to have any affiliations. If this is your situation, you can identify as, 'independent' or leave the space blank when you fill out your nomination form.

If you do have a specific affiliation, the electoral officer may require a letter of consent from the party, organisation or group giving its consent for you to use the affiliation.

**Q12. *How many people do I need to nominate me?***

**A** You need two people to nominate you.

**Q13. *Who is able to nominate me?***

**A** A nominator must be on the electoral roll for the area (city, district, constituency, ward, community board or local board) for which you are standing, e.g. if you are standing for election to a specific ward, you must be nominated by two electors from that ward who are on the electoral roll for that ward. You are not able to nominate yourself.

**Q14. *When do nominations open?***

**A** Nominations open on Friday 15 July 2022 and close at 12 noon on Friday 12 August 2022.

**Q15. *Where do I get a nomination form from?***

**A** Contact your council's electoral officer for a nomination form. Your nominators must fill it in. You must agree to being nominated and will also need to sign the form.



## Candidates

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You will be able to obtain your nomination form from 15 July 2022 and close on Friday 12 August 2022 at midday. Nominations must be lodged with the electoral officer or an electoral official at the council you are standing for.

PLEASE DO NOT leave lodgement until the last day because if there are any problems with the details provided there might be insufficient time to resolve them and you could miss out.

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**Q16. Do I need to be on the Māori electoral roll or of Māori descent if I am standing for election in a Māori Ward or Constituency?**

**A** No. To be eligible you must be a New Zealand citizen and your name must be on the Parliamentary Electoral Roll (anywhere in New Zealand).

You will need to be nominated by two electors whose names appear on the Māori electoral roll within the area of election for which you are standing.

Equally if you are on the Māori electoral roll you can stand in a general ward, and will need to be nominated by two electors whose names appear on the general electoral roll within the area of election for which you are standing.

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## Candidates

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**Q17. How much will it cost me to stand?**

**A** You will need to pay a nomination deposit of \$200 GST inclusive. This deposit applies to each issue (election) you stand for.

The funds must be deposited with the Electoral Officer at the same time your nomination is submitted. It is recommended you pay the nomination deposit by online/internet banking (or EFTPOS or cash) noting that cheques are no longer accepted.

If you poll greater than 25% of the lowest polling successful candidate (for FPP elections) you will receive your nomination deposit back.

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**Q18. Can I withdraw my nomination as a candidate?**

**A** Only if it is withdrawn before the close of nominations. You cannot withdraw voluntarily after nominations have closed. If you decide to opt out, your name will still appear on the voting document. If you do change your mind and decide not to run for election after you have been nominated, let your electoral officer know who will talk through the issues with you.

However, if you become incapacitated with serious illness or injury and unlikely to be able to perform the functions and duties if elected to office, you can apply to withdraw on those grounds. You will need verification from a doctor and lawyer

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## Candidates

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about your situation. See your local electoral officer if you need more information about this process.

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### **Q19. What is a candidate profile statement?**

**A** You may provide a candidate profile statement when you lodge your nomination. This is a statement of up to 150 words containing information about yourself and your policies and intentions if elected to office. The profile statement will be included in the voting packs that all electors receive.

If your candidate statement is submitted in Māori and English, the information contained in each language must be substantially consistent with the information contained in the other language. Each language has to be within a 150-word limit.

Your profile statement must be true and accurate. The Electoral Officer is not required to verify or investigate any information included in your statement.

Your profile can include a recent passport size colour photograph.

In addition, your candidate profile statement must state whether or not your principal place of residence is in the area you are seeking election, e.g. 'My principal place of residence is in the Lambton Ward', or 'My principal place of residence is not in the Lambton Ward'. This is not part of the 150-word limit.

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## Candidates

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See section 61 of the Local Electoral Act 2001 for more information.

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**Q20. Does a criminal record affect a person standing as a council candidate?** **A** No, not at all for city, district, and regional council elections.  
**(Refer enquiry to Electoral Officer Mark Low on 03 687 7200)**  
**Regional Council enquiries to Electoral Officer Anthony Morton 0800 666 048 or ecan@electionz.com)**

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**Q21. How long is the term of the elected member?** **A** Three years.

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**Q22. Is the role I want to stand for full-time or part-time?** **A** This varies between councils and between roles within a council. Ask your local Electoral Officer about whether the role you want to stand for is full-time or part-time.

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**Q23. How much will I get paid?** **A** Pay and allowances are determined by the Government's Remuneration Authority. The pay rates vary according to population size and other factors. You can see all the councils remuneration schedules by clicking on this link to the [Local Government Members \(2021/22\) Determination](#). Also refer to the Candidate Information Booklet.

Post election, Council will review remuneration based on the pool determined by the Remuneration Authority for the Council.

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More information about how the Remuneration Authority determines pay can be found [here](#). This is updated annually by the Remuneration Authority.

**Q24. Do I need to be resident in the city, district or region I am standing for?**

**A** No, but you must be on the Parliamentary Electoral Roll (anywhere in New Zealand) and provide proof that you are a New Zealand citizen.

**Q25. How many offices can I stand for?**

**A** You can stand for mayor, at large councillor **or** ward councillor and local/community board member. However, if elected to more than one position, you will take up the highest ranked position.

You can stand as a member of the governing body (i.e. Council) and a local/community board if the triennial local election is happening at the same time. However, if you win more than one election, you must take up the highest ranked position.

You cannot stand for both a regional council and one of its constituent district or city councils or a community board.

**Q26. What does, 'at large', 'ward' and 'constituency', mean?**

**A** If you are standing 'at large', then you are standing for the whole council area rather than from its wards.

If you are standing for a 'ward' these are parts of a council area that have been determined by population and communities of interest. These can be either general wards or Māori wards.

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If in a regional council, the term 'constituency' is used rather than 'ward'.

**Q27. I am a serving police officer. Can I stand for council and continue to work as a police officer?**

**A** Yes. There are no longer any restrictions on police officers standing for local authority elections, apart from the normal eligibility criteria.

**Q28. Can I raise campaign funds from donations to offset electoral expenses?**

**A** Yes, you can raise funds from donations to help offset your campaign expenses. There is very specific legislation about donations and expenses which you need to abide by.

**(Refer to electoral officer for more information if needed.)**

**Q29. How much can I spend on my campaign?**

Mayor	\$30,000 limit
Ecan – South Canterbury Constituency	\$40,000 limit
Geraldine Licensing Trust	\$7,000 limit
Geraldine Ward	\$7,000 limit
Pleasant Point/Temuka Ward	\$7,000 limit
Timaru Ward	\$20,000 limit
Geraldine Community Board	\$7,000 limit
P.Point Community Board	\$3,500 limit
Temuka Community Board	\$7,000 limit

**A** If you stand for more than one position, the amount you can spend is the highest amount for **one** position. You cannot add positions together to allow you to spend more than the limit.

All candidates are required to lodge an electoral donations and expenses return within 55 days after the day on which the

**Candidates**

successful candidates are declared to be elected (public notice of final results). If a candidate is outside NZ on this day, the return must be filed within 76 days after election result day. If this is not done, the non-return will be advised to the NZ Police. This return needs to be made before a candidate nomination deposit is refunded (if applicable).

**Q30. When is the campaign period?**

**A** Election campaigning can start at any time and continue up to and including election day.

**Q31. Can people already elected onto council use council resources to campaign?**

**A** No, elected members cannot use council resources for their campaigns.

**Q32. Are there any rules about using social media?**

**A** Yes. Councils have policies or guidelines for web and social media use related to campaigning. They will not permit council social media pages to be used by anyone (candidates or members of the public) for electioneering or campaigning in the three months before election day. Councils monitor their websites and take down any campaign related posts.

**Q33. What does 'authorisation of advertising' mean?**

**A** Election advertising, using any media, must identify either you or your agent. The publication of any advertisements (in any newspaper, periodical, notice, poster, pamphlet, handbill, billboard or card, or broadcast over radio or television) for candidates requires the written authorisation of you or your agent.

The advertisement must contain a statement setting out you or your agent's true name, or at whose direction, it is published

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and their contact details, i.e., residential or business address, email address, PO Box number, phone number or a link to a page on an internet site if the page contains at least one of the contact details previously listed. This applies during the candidate's entire campaign.

### **Q34. Where and when can I put up election signs (hoardings)?**

**A** Election signs are permitted on private property (with the owner's consent) at any time. The sign must be erected in a stable fashion, not be a hazard to the public or to traffic safety, and must comply with the (local authority district plan/bylaw).

For State Highways, signs must meet Waka Kotahi/NZTA rules for any signage.

Refer to the Candidate Information Handbook or ask your local Electoral Officer for more information about your council's rules.

### **Q35. Can I view the electoral roll?**

**A** Yes, the electoral roll will be open for public inspection at your council's offices and libraries from 15 July 2022 to 12 August 2022.

### **Q36. What is the election date?**

**A** The elections are by postal vote. Voting documents will be delivered from Friday 16 September 2022 to Wednesday 21 September 2022. Voters can return their vote anytime from when they receive their voting documents. Votes must be received by the Electoral Officer by the close of voting on midday Saturday 8 October 2022.



## Candidates

**Q37. Can I help people vote or collect their voting documents to send in?**

**A** No, candidates or their assistants should not collect voting documents from electors. Each elector should post or deliver their own voting document to the Electoral Officer.

It is an offence (carrying a fine of up to \$5,000 if convicted) to interfere in any way with an elector with the intention of influencing or advising the elector as to how he or she should vote. Candidates and their assistants should be mindful of this particularly if campaigning occurs in facilities such as rest homes or hospitals.

**Q38. When will election results be known?**

**A** Voting closes at midday Saturday 8 October 2022. Progress results (approximately 90 per cent of votes cast) will be known early that afternoon, with preliminary results known on Sunday morning, 9 October 2022. Final results will likely to be declared on Thursday 13 October 2022. All results will be posted on your council's website.

## Enrolment

**Q39. Where can I view the electoral roll that will be used for this election?**

**A** Geraldine Library, 80 Talbot Street, Geraldine  
Temuka Library, 72-74 King Street, Temuka  
Timaru District Council, 2 King George Place, Timaru  
Timaru Library, 56 Sophia Street, Timaru

**Q40. How do I enrol to vote in these elections?**

**A** Is this your main place of residence? → **Yes**

**Enrolment**

Have you lived at your current address for more than one month? → **Yes**

Are you on the Parliamentary Electoral Roll at an address in the **Timaru District**? → **Yes**

You will automatically appear on the roll that is used for these elections.

or

Is this your main place of residence? → **Yes**

Are you on the Parliamentary Electoral Roll at an address in the **Timaru District**? → **No or Don't Know**

You need to complete an enrolment form for this. You can either:

- enrol online at <https://vote.nz/enrolling/enrol-or-update/enrol-or-update-online/>
- ring 0800 36 76 56 to arrange for a form to be sent to you in the mail
- send your name and address to Free text 3676 for a form to be sent to you in the mail
- download a form at <https://vote.nz/enrolling/enrol-or-update/other-ways-to-enrol/>
- I can send one out

Is this your main place of residence? → **No**

Are you on the Parliamentary Electoral Roll at an address in another district? → **Yes**

**Enrolment**

If you own a property in this district and it is not your main residence you may be able to enrol as a Ratepayer elector (Refer to ratepayer enrolment advice below).

**A (Refer to Electoral Officer on Extn 7280)**

**Q41. I am a student and spend my time in different places. Where should I enrol?**

**A** You should enrol where you spend the greater part of your time.

**Q42. I am a New Zealand Māori, do I need to enrol on the Māori roll?**

**A** Not necessarily. If you are enrolling for the first time you can decide whether you want to go on the Māori Electoral Roll or the General Electoral Roll by signing the appropriate panel on the Parliamentary Elector Enrolment form.

However, if you have already made that choice you will have to wait until the next Māori Option period to change, which occurs following the next census, likely in 2023. The last Māori Option period was in **2018**.

**Q43. How do I know whether I am enrolled?**

**A** You can check your enrolment status on [www.vote.nz](http://www.vote.nz).

The Electoral Commission will be undertaking a roll update campaign in early July 2022 for the Parliamentary Electoral Roll which forms the basis of our roll for the local authority election.

If you do not receive a letter in the post during late June/early July 2022, the chances are you are not enrolled or your details are incorrect.

## Enrolment

**Q44. I turn 18 on Election Day. Can I vote?**

**A** Yes, but you need to make sure you have enrolled which you can do provisionally from the age of 17 and it automatically changes when you turn 18.

You will also need to apply for a special vote.

You can do both if you call at Timaru District Council.

**Q45. We own a business in your area and pay rates, but we don't live in your area – do we get a say in the local elections?**

**A** Yes, subject to being eligible to become enrolled as a ratepayer elector and becoming enrolled.

**(Send out Ratepayer enrolment form and return envelope. Tell them this should be in the hands of the Electoral Officer by 12 August 2022 and absolutely no later than 7 October 2022).**

**(If issue becomes difficult, refer to Electoral Officer on Extn 7280)**

**Q46. I own a property in the district but it is not my fulltime residence. How do I get on the Ratepayer Electoral Roll?**

**(Check Rating database to make sure they are named as an owner.)**

**→ Yes**

**A** I can send you out a Ratepayer Enrolment form. This should be back in the hands of the Electoral Officer by 12 August 2022 and absolutely no later than 7 October 2022. If it is after Friday 16 September 2022 also enclose a special voting document and information and advise these should all be sent back together.

## Enrolment

If it is easier you can call at (Special Voting venue) and complete the ratepayer enrolment form and have your special vote at the same time.

In no case does this allow you to have two votes at the election.

If you are the sole ratepayer for the property (i.e. the rate account is only in your name), then you can apply to be the Ratepayer Elector.

If you are a joint ratepayer (i.e. the rate account is in more than one name), or the rate account is in the name of a Trust or Company etc., you must appoint a nominee to vote on behalf of the joint ratepayers or entity. For the case of companies, corporations, trusts etc., the nominee should be a member or officer of the entity. → **No**

**A Put the call through to the Electoral Officer on Extn 7280.**

**(Send out Ratepayer Enrolment form and Special Voting pack)**

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**Q47. I am on the Māori electoral roll, does this affect who I can vote for?**

**A** YES, but only if your council has established Māori wards or constituencies. In that case, this affects who you get to choose from to represent you. Choosing between the Māori electoral roll and general electoral roll is a personal choice and you'll need to decide which roll best represents your views and interests.

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**Voting**

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**Q48.** *Is it a postal vote and will I be sent my voting documents in the mail?* **A** All local authority elections will be conducted by postal vote. Voting documents will be delivered in the mail between Friday 16 September 2022 and Wednesday 21 September 2022.

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**Q49.** *I got my voting documents, but my partner didn't receive theirs.* **Before Wednesday 21 September 2022.**

**Check the roll to make sure both are enrolled correctly.**

**A** → **Yes**

Please wait until the mail has been delivered on Wednesday 21 September 2022. If documents are not received then please call back.

**After mail delivery Wednesday 21 September 2022 or if not enrolled correctly**

**A** Check the address on the printed roll to see whether correctly enrolled.

→ **Yes**

They will need to apply for a special vote. Electoral Officer will need to speak with the caller.

→ **No**

You need to complete an elector enrolment form for this. You can pick one up at any New Zealand Post agency, or I can send one out, or you can enrol online at [www.vote.nz](http://www.vote.nz) or

ring 0800 36 76 56 or send your name and address to Free text 3676.

**They will also need a special vote.**

**(Electoral Officer to provide Special Vote. Put call through to Extn 7280)**

**Q50. *I didn't get my voting documents, so I called and got a special vote. Now I have two documents. Which one should I use?***

**A** Use the original and destroy the special vote. The reason for this is that processing an original voting document is much simpler than processing a special vote (a special vote takes a lot more time and more importantly the elector may not have completed the declaration correctly which would make the special vote invalid), hence our advice/preference that the ordinary vote be returned.

**(Take details and advise Electoral Officer)**

**Q51. *I received voting documents for (children, parent) and have Power of Attorney for them can I vote for them?***

**A** No – Power of Attorney does not apply to voting on behalf of that person.

**Q52. *I received voting documents for (children, parent) and have Power of Attorney for them. What should I do with the documents?***

**A** If they are overseas, you could airmail them to the person or destroy them if that is not practicable.  
  
If they are for an elderly parent who is unable to vote, please destroy them by ripping/cutting them up.

**Q53. *I received voting documents that do not belong to me and I don't know these people or where they have gone.***

**A** Write GNA (Gone No Address) on the envelope and put them back in the mail.

**Voting**

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<b>Q54.</b>	<b><i>What is that barcode that I can see through the return envelope or on the front of the voting document?</i></b>	<b>A</b>	<p>It is a legal requirement to scan the barcode number to mark the electoral roll that you have voted so we can ensure that we do not receive two votes from the same person.</p>
<b>Q55.</b>	<b><i>How do you ensure the secrecy of my vote?</i></b>	<b>A</b>	<p>Envelopes containing a voting document cannot be opened until there is a JP present. The JP is required to sign off that the processes used by the Electoral Officer met the legal requirements.</p> <p>The voter's name is not on the voting document.</p> <p>When the envelope is opened the only thing the Electoral Officer is looking for is that the vote for each election is valid.</p> <p>This means that for FPP they are making sure that the voter's intention is clear and they have not ticked or marked more than the number of candidates than there are vacancies.</p>
<b>Q56.</b>	<b><i>Do I have to vote? I don't know any of these candidates</i></b>	<b>A</b>	<p>No, you don't have to vote. You also don't have to vote for all candidates or for all elections. But your vote is important because the people elected will be responsible for making decisions about what happens in your community for the next three years.</p> <p>To help you get to know about the candidates:</p> <ul style="list-style-type: none"><li>• There may be candidate meetings being held if you wish to go and hear what policies the different candidates are advocating for. <b>(If you know when these are held you</b></li></ul>

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**Voting**

**may want to supply them or advise that they can find a list of these in the local paper).**

- There is a candidate profile booklet that comes out with the voting documents in which there is a photo and a statement from candidates. This information may also be available on the Council website.
- Candidates may have their own website page, social media page(s), advertise in local newspapers or send out information to letterboxes in your area.
- Local newspaper(s) are likely to cover information about the election.

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**Q57. Do I have to post my voting document back?**

**A** You can post it but make sure you have them in the mail by Wednesday 5 October 2022 to make sure it gets back to us in time (by 12 noon Saturday 8 October 2022).

However, you can also deliver to one of our voting boxes which are at Timaru District Council, 2 King George Place, Timaru; Temuka Library Service Centre 72-74 King Street, Temuka; Geraldine Information Centre, 80 Talbot Street, Geraldine until 12 noon Saturday 8 October 2022.

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**Q58. I have lost my return envelope.**

**A** You can use an envelope of your own and put the return address and Freepost number on it

Timaru District Council  
2 King George Place  
PO Box 522

**Voting**

Timaru 7940

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**Q59.** *I am on the Unpublished Parliamentary roll and I want a special vote please.* **A** **(Electoral Officer to answer this enquiry – transfer call to Extn 7280)**

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**Q60.** *I didn't receive my voting pack, how do I obtain a special vote?* **A** Are you on the Parliamentary Electoral Roll for the address you want to vote for?

→ **Yes**

**Check the printed roll including the ratepayer roll to ensure they were included in the mail file and that they are correctly enrolled.**

→ **No/Don't Know**

**Check the printed roll, including the ratepayer roll.**

**Their main residence**

If not enrolled or not enrolled correctly, advise they need to complete an enrolment form for this. You can pick one up at any New Zealand Post agency, or I can send one out, or you can enrol online at [www.vote.nz](http://www.vote.nz) or ring 0800 36 76 56 or send your name and address to Free text 3676. This form needs to be with the Registrar of Electors before close of business Friday 7 October 2022.

**Ratepayers - not main residence**

If not enrolled, send out an application for Ratepayer enrolment with a stamped addressed envelope for return. Advise that it must be in

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## Voting

the hands of the Electoral Officer by close of business Friday 7 October 2022.

**In both instances, they will need to also be sent a special vote, and return this with their enrolment.**

Special votes can be completed at the Timaru District Council, 2 King George Place, Timaru, Temuka Library Service Centre 72-74 King Street, Temuka and Geraldine Service Centre 80 Talbot Street, Geraldine.

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**Q61.** *I spoiled my voting documents / I have made a mistake on my documents. What can I do?*

**A** If you can amend it so that your voting intention is clear, then do so and initial the changes.

If necessary, we can issue you with a special voting document, but this will require you to complete a declaration.

**(Put the caller through to the person issuing the special vote – Mark Low on 7280)**

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**Q62.** *Where can I have a special vote?*

**A** Timaru District Council, 2 King George Place, Timaru  
Temuka Library Service Centre 72-74 King Street, Temuka  
Geraldine Service Centre 80 Talbot Street, Geraldine.

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**Q63.** *I am going away and will not be here when the voting documents are posted out.*

**(Put call through to the Electoral Officer who may be able to organise for the voting document to be sent to the voter)**

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**Q64.** *Do I have to vote for all the candidates for any issue? If I don't vote for all the candidates or all the issues on my voting document, will all my votes be informal?*

**A** Under FPP you can vote for as many candidates as you want but not more than the number of positions available on the voting document. So if you are electing five councillors then

**Voting**

you can vote for **up to** five candidates. Remember, for FPP you tick the candidates you want to elect.

You can decide not to vote for one or more of the different elections on your voting document. This does not invalidate all your other votes.

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**Q65.** *Why can't I vote for a certain candidate who is standing for a different ward, community board or other issue?*

**A**

You can only vote for the elections relevant to the area in which you live. You cannot vote for a candidate for the same city, district or region who is standing in another ward or constituency because you are not an elector of that ward or constituency.

**(You may have to describe the boundaries and tell the caller where the address they are claiming the vote for fits into this. Include a description of how the different elections are elected (e.g. by ward, area, at large)**

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**Q66.** *My husband's voting document and mine are different. He has more/less things to vote for. His list of candidates is different to mine?*

**A**

**Is your council using random name order on the voting documents? If YES then this could explain why the list looks different.**

Has your council established Māori wards or constituencies? If YES and you and your husband are not on the same electoral roll (Māori/general) then this may explain why the voting documents are different.

**If not then it is something that should be passed to the Electoral Officer on Extn 7280**

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**Q67.** *I have received two voting documents*

**Put call through to the Electoral Officer on Extn 7280**

## Voting

- Q68.** *Do all the staff working on the election know who I voted for?* **A** No, your vote remains secret under the required roll scrutiny and counting procedures.
- Q69.** *Can I help someone fill out their voting documents?* **A** Under the Local Electoral Act 2001, you cannot interfere or influence any person as to how they can vote.
- If authorised by a voter who is physically impaired, visually impaired or for whom English is a second language, a person can assist them to vote as directed by the voter. An authorisation to do this should be completed (LER 34).
- Q70.** *What happens to all the voting documents after the elections?* **A** They are delivered to the District Court and kept for 21 days so that the Court can access them should there be any application for recount or petition for inquiry.
- After 21 days, the court is responsible for destroying them.
- Q71.** *What is FPP?* **A** This is the First Past the Post voting system. The candidate or candidates that get the most votes win(s).
- You should mark those you want to vote for with a tick in the circle. Do not vote for more than the number of candidates shown in the instructions.

## Election Results

- Q72.** *When will we know the results of the election?* **A** Progress and preliminary results will be announced as soon as possible after 12 noon on Saturday 8 October 2022.

## Election Results

The official results will be announced when the final count is complete and special votes have been checked which will be between Thursday 13 October 2022 – Wednesday 19 October 2022.

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### **Q73. How will I find out?**

#### **Candidates**

- A** Will be advised as soon as possible after progress and preliminary results are known. This may be by email or phone.

#### **The Voters**

- A** Progress and preliminary results will be released to the media and placed on our website as soon as possible after noon on Saturday 8 October 2022 - [www.timaru.govt.nz/elections](http://www.timaru.govt.nz/elections)

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### **Q74. What do I need to do if I want to challenge the results of the election?**

- A Put caller through to the Electoral Officer**

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### **Q75. When do elected members take up their roles?**

- A** Elected members take up office the day after the official result has been declared by public notice. However, they cannot act until they have sworn the oath of office which is usually at the first meeting of council. This first meeting is usually held as soon as practicable after the final election results are known.

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### **Q76. Who are elected members responsible to?**

- A** Ultimately the elected members' final responsibility is to the local community. The Minister of Local Government and the Auditor-General do have a role in ensuring that councils follow the law.

**Election Results**

<b>Q77. Do elected members get paid and if so how much?</b>	<b>A</b> This is set by the Remuneration Authority. Some expenses are also reimbursed.
<b>Q78. Would being an elected member take up much time?</b>	<b>A</b> The time commitment varies depending on the role and the size of the local authority/community you are representing.
	<b>Refer to the Candidate Information Booklet</b>
<b>Q79. How many elected members are there?</b>	<b>A</b> <b>Timaru District Council - 1 Mayor, 9 councillors, 15 Community Board Members Canterbury Regional Council (Ecan) South Canterbury Constituency - 2 members Geraldine Licensing Trust – 6 members</b>
<b>Q80. I have a complaint about electoral signage.</b>  <i>The signs don't have the required authorisation on them. The signs have been pulled over. The signs are bigger than they should be. In what locations can signs be erected? When can they be erected and when must they be pulled down?</i>	<b>A</b> Refer all complaints to Timaru District Council's LTU Bylaw Officer Rachel Hermens on 03 687 7437 or email: <a href="mailto:rachel.hermens@timdc.govt.nz">rachel.hermens@timdc.govt.nz</a>

## Section B

### Frequently Asked Questions Relating to Licensing Trust Elections

#### Licensing Trusts - General

<b>Q1</b>	<b><i>What is a Licensing Trust?</i></b>	<b>A</b>	Licensing Trusts exist to sell alcohol responsibly through premises in the trust area and decide how surplus profits are returned to the community.
<b>Q2</b>	<b><i>How many Licensing Trusts are there in New Zealand?</i></b>	<b>A</b>	18.
<b>Q3</b>	<b><i>How long have we had Licensing Trusts?</i></b>	<b>A</b>	The first Licensing Trust was established in 1944 (Invercargill).
<b>Q4</b>	<b><i>What do Licensing Trusts do?</i></b>	<b>A</b>	Under the Sale and Supply of Alcohol Act 2012, the functions of a Licensing Trust are: <ul style="list-style-type: none"><li>• a) To sell and supply alcohol</li><li>• b) Establish and operate premises for:<ul style="list-style-type: none"><li>• the sale and supply of alcohol; and</li><li>• the provision of accommodation for travellers; and</li><li>• the sale and supply of food and refreshments; and</li></ul></li><li>• c) Carry on any other business that, in the trust's opinion, can be conveniently carried on in conjunction with the functions set out in paragraphs (a) and (b).</li></ul>
<b>Q5</b>	<b><i>How many members are there on a Licensing Trust?</i></b>	<b>A</b>	Geraldine Licensing Trust has 6 elected members.



**Licensing Trusts - General**

<b>Q6</b> <i>Are any members appointed?</i>	<b>A</b>	The Governor-General may appoint as many members of a licensing trust as are required if at any election no members are elected or fewer members are elected as required. However, where an extraordinary vacancy is created, this must be filled via an election (unless 12 months or less than triennial election day).
<b>Q7</b> <i>How is the President of the Trust decided?</i>	<b>A</b>	The President of the Trust is elected at the first meeting of the trust after the election. The President must be elected from the members of the Trust.
<b>Q8</b> <i>When do current elected board members relinquish their positions?</i>	<b>A</b>	Elected members take up office the day after the official result has been declared by public notice.
<b>Q9</b> <i>How long is the term of an elected Licensing Trust member?</i>	<b>A</b>	3 years. Elections are held every three years at the same time as the council elections.
<b>Q10</b> <i>How long is the term of an appointed Licensing Trust member?</i>	<b>A</b>	Up to 3 years but they may be appointed for a shorter time.
<b>Q11</b> <i>What do Licensing Trust members do?</i>	<b>A</b>	They are responsible for the governance of the Licensing Trust.
<b>Q12</b> <i>Who runs these elections?</i>	<b>A</b>	The Electoral Officer of the territorial authority in whose district the Licensing Trust is situated is responsible for running the election.
<b>Q13</b> <i>Who pays for the Licensing Trust Election?</i>	<b>A</b>	The Licensing Trust pays for its share of the election costs. Because the Licensing Trust election is run together with the Council election(s), many of the costs are shared between the parties on an agreed basis.

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**Q14** *When are the elections this year?*

**A** They are the same day as the council elections. Voting documents will be posted out between 16-21 September 2022 and they must be back with the Electoral Officer by noon on 8 October 2022 when the election closes.

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### Licensing Trusts - Candidates

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**Q15** *How much are Licensing Trust members paid?*

**A** This varies according to size and an assessed complexity of the Trust.

There is an information document on the Geraldine Licensing Trust on [www.timaru.govt.nz/elections](http://www.timaru.govt.nz/elections)

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**Q16** *Who is eligible to stand for a Licensing Trust?*

**A** Only **residential** electors of a trust district qualify as candidates at an election of a Trust if they are registered as a New Zealand parliamentary elector and provide proof they are a New Zealand citizen.

A person cannot stand if he or she has (directly or by virtue of his or her relationship with another person) such an involvement or appearance of involvement with the alcohol industry that he or she could not perform the duties of a member of a licensing trust without actual bias or the appearance of bias.

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**Q17** *Do you have to be resident in the Licensing Trust area (or ward if applicable) to stand for that Trust?*

**A** Yes you do and the people who nominate you.

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**Q18** *How many Trusts can I stand for?*

**A** Only one.

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<b>Q19</b>	<b><i>When do nominations open?</i></b>	<b>A</b>	They open on Friday 15 July 2022 and close at noon Friday 12 August 2022.
<b>Q20</b>	<b><i>How much can I spend on my campaign?</i></b>	<b>A</b>	There is a campaign expenditure limit based on how many people live in the Trust's district.  For Geraldine Licensing Trust, it is \$7,000
<b>Licensing Trusts - Voting</b>			
<b>Q21</b>	<b><i>Is there any information available to all electors about the people who are standing?</i></b>	<b>A</b>	Candidates are entitled to complete a 150 word (maximum) profile statement about themselves. This statement will be published in a booklet with information about all candidates and sent out with voting documents. It may also be available on the Territorial Authority's website.
<b>Q22</b>	<b><i>Who is eligible to be an elector?</i></b>	<b>A</b>	Registered New Zealand Parliamentary electors may vote for members of the Trust in the district in which they live.
<b>Q23</b>	<b><i>I have more than one property in different Licensing Trust areas. Can I vote for a member in each of those Licensing Trusts?</i></b>	<b>A</b>	No, you can only vote for the Trust where you are resident and on the parliamentary electoral roll.
<b>Q24</b>	<b><i>What method of voting is used?</i></b>	<b>A</b>	Licensing Trust elections are mainly conducted using the First Past the Post (FPP) electoral system.
<b>Licensing Trusts - Members</b>			
<b>Q25</b>	<b><i>How much time would I need to spend on Licensing Trust work if I was elected?</i></b>	<b>A</b>	It does vary depending on the Trust. There is some further information on the TDC website – <a href="https://www.timaru.govt.nz/council/elections/stand">https://www.timaru.govt.nz/council/elections/stand</a>
<b>Q26</b>	<b><i>Do I need any special skills to be a Trust member?</i></b>	<b>A</b>	No, not necessarily. All trusts need a mix of skills, backgrounds and experience. This includes people with

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governance and financial experience, but also community-oriented people who are passionate about this area.

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