2022 Elections for Horowhenua District Council

Warwick Lampp

- Chief Electoral Officer | Āpiha Pōti Matua electionz.com
- HDC Electoral Officer









Pōti Tīma | Electoral Team

- electionz.com Ltd contracted by Horowhenua District Council
- Warwick Lampp HDC Electoral Officer | Āpiha Pōti Matua
- Ashley Huria HDC Deputy Electoral Officer | Kaiwhakahaere Āpiha Pōti





Ko wai a electionz.com? | Who are electionz.com?

- Warwick Lampp, Electoral Officer, lives in Tauranga
- Election services company based in Ōtautahi Christchurch
- 10 full time staff
- Average 200 elections in NZ each year
- Electoral Officer (EO) for 39 councils, 6 regional councils
- Carrying out vote processing for 45 councils, approx 725K returned voting papers
- Vote Processing centre in Ōtautahi Christchurch
- Electoral Officer for:

Bay of Plenty, Greater Wellington, Canterbury, Otago, Southland, West Coast Tauranga, Rotorua, Matamata-Piako, Taupō, Waipā, Ōtorohanga, Waitomo, South Waikato, Ruapehu, Rangītikei, Manawatū, Whanganui, Horowhenua, Napier, Hastings, Central Hawkes Bay, Tararua, Carterton, Wellington, Masterton, South Wairarapa, Upper Hutt, Nelson, Tasman, Westland, Grey, Kaikōura, Hurunui, Waimakariri, Selwyn, Ashburton, Mackenzie, Waimate, Waitaki, Dunedin, Central Otago, Gore, Southland, Invercargill





Pōtitanga Kawanatanga ā Rohe **2022 LOCAL GOVERNMENT ELECTIONS** PART 1

What is local government all about?





















Ngā Whakamahuki ā Ngā Pou Kaunihera What is Local Government all about?

It's a complex business!

Underpinned by more than 125 pieces of legislation, Council is responsible for:

- Formulating the District's strategic direction in conjunction with the community through the Long Term Plan (LTP) and reporting on progress
- Determining the services and activities to be undertaken by the Council
- Managing regulations and upholding the law, including the formulation and enforcement of bylaws
- Advocating on behalf of the local community with central government, other local authorities and other agencies
- Environmental management through the District Plan
- Ensuring local communities are encouraged to be part of the decision-making processes of local government





He aha te take o ngā tāngata kaunihera? What is being an elected member all about?

IT IS A BIG DEAL!

- Standing for Council takes a strong commitment, it is not a "5-minute job"
- Not to be taken lightly, it is an important responsibility
- Represent and lead the District eyes and ears
- Advocacy and governance
- Skill set in Candidate Handbook pages 7 to 8





Pōtitanga Kawanatanga ā Rohe

2022 LOCAL GOVERNMENT ELECTIONS

PART 2

2022 Election details



Ngā Tūranga me ngā Kawenga Āphia Pōti Matua Electoral Officer Role and Responsibilities

- The Electoral Officer (EO) is solely responsible for the conduct of the election
- The EO is not subject to the directions of any local authority, elected members, or the Chief Executive (CE)
- Provides a level playing field for all candidates
- NB Not responsible for monitoring campaigning by candidates. Only
 deals with alleged breaches of the Act by passing them to the Police.





Wātaka Pōti | Election Timetable

Election Period starts

Nominations open

Electoral signs can go up

Nominations close

Delivery of voting papers

Special voting period

Close of voting

Progress results available

Removal of election signs

Official declaration likely to be

Candidate expenses deadline

8 July (Friday)

15 July (Friday)

8 August (Monday – 2 months prior)

12 noon, 12 August (Friday)

16 – 21 September (Friday - Wednesday)

16 September to 8 October

12 noon, 8 October (Saturday)

8 October, approx 3pm

9 October (Sunday)

13 October (Thursday)

8 December (Thursday)







Ngā Take Pōti | Nominations will be called for:

Koromatua | Mayor

Kaikaunihera | Councillors - 12 councillors form 5 wards

Kere Kere Ward	2 councillors
Levin Ward	5 councillors
Miranui Ward	1 councillor
 Waiopehu Ward 	2 councilors
 Horowhenua Māori Ward 	2 councillors

Mema Poari Hapori | Community Board members

Te Awahou Foxton CB5 members

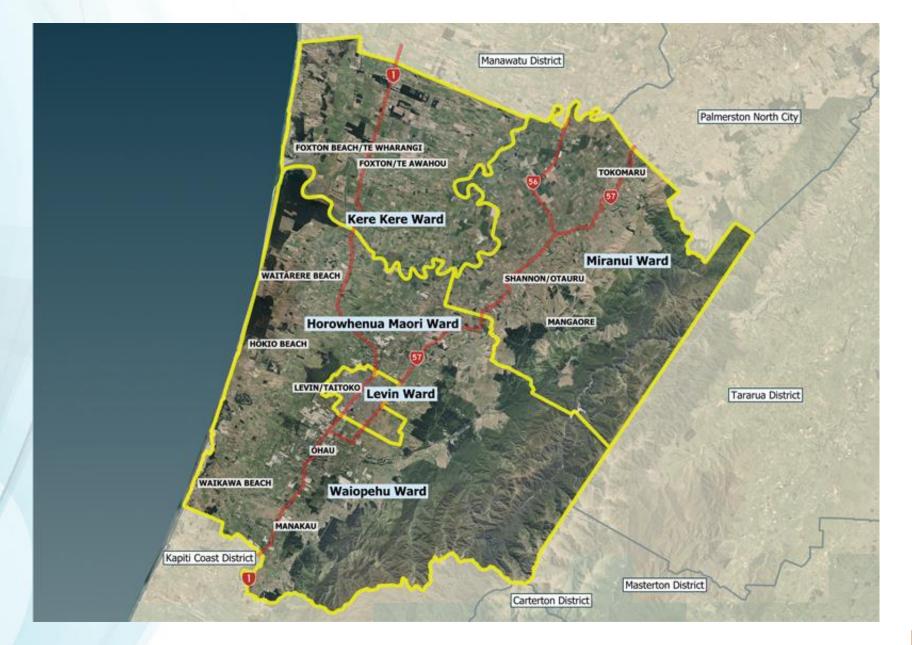
Horizons Regional Council

Manawatū-Rangitikei General Constituency
 Tonga Māori Constituency
 1 member

HDC has alpha order of candidates, HRC is random











Whakaaringa | Nomination Process

Nomination Period – 4 weeks

- Nominations open Friday 15 July
- Nominations close at midday Friday 12 August

All nomination documents must be submitted together

- Nomination paper, profile statement, photo, evidence of \$200 deposit
- Must provide evidence of NZ Citizenship (passport, birth certificate)
- Must come to HDC office in Levin if in person, can be scanned and emailed to the DEO
- Must submit all nomination documents together, not piecemeal
- Will accept online banking of deposits evidence required
- Cheques will not be accepted
- Nomination paper includes warning for candidates to be aware that contact details will be public info
- Can use commonly used name on voting papers but no titles
- Party affiliations cannot be offensive, confusing, or too long





Whakaaringa | Nomination Process (continued)

Candidate must state if standing in any other elections

- Mayor, Ward, Community Board, LTs, other TAs?
- Is shown at top of profile statement
- Is not included in the 150 words.
- Applies to standing anywhere in Aotearoa New Zealand
- Must update earlier nomination form if not included
- Nomination paper is a public document, open for inspection

Candidate must state if reside in area of election or not

- My principal place of residence is WITHIN / is NOT WITHIN the area
- Is shown at the top of the profile statement
- Is not included in the 150 words

Other elections

HRC nominations to HRC office, Victoria Street, Palmerston North





Pepa Pōti | Voting Paper

LOCAL ELECTIONS 2016

The Electoral Officer Tauranga City Council Private Bag 770114 Orchard Road Christchurch 8154

You can vote in up to 5 elections using this voting document

Tauranga City Council

- Mayor
- At Large
- ► Mount Maunganui-Papamoa Ward

Bay of Plenty Regional Council (Tauranga General Constituency)

Bay of Plenty District Health Board

How to vote

Please read the instructions carefully.

There are two types of electoral system used for these elections

- the FIRST PAST THE POST system where you tick candidate names
 - the SINGLE TRANSFERABLE VOTING system where you rank the candidates using numbers

If you make a mistake that you can't correct clearly, contact the electoral officer and ask for a new voting document.

The candidates surnames may not be in alphabetical order for all elections

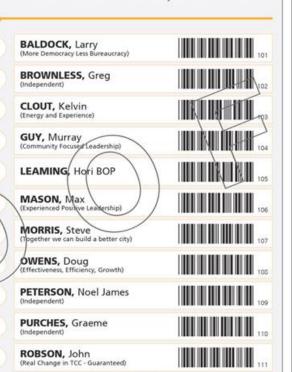
Warning - it is an offence under the Local Electoral Act to interfere

Tauranga City Council ELECTING THE MAYOR



Tick \checkmark the circle next to **one (1)** candidate you want to vote for.

The candidate names are listed randomly for this election.



KOROMATUA | MAYOR PUKA TONO | NOMINATION FORM HOROWHENUA DISTRICT COUNCIL | 2022 ELECTIONS





A TE ROHE PÔTI ELECTION A		
I wish to stand for election as Mayor		
My principal place of residence (tick ONE circle):	is WITHIN the Horowhenua District Council election area	is NOT WITHIN the Horowhenua District Council election area
MĀ TE KAITONO CANDIDA	TE TO FILL OUT after reading important in	nformation on reverse
I (candidate's full name),		
this form and certify that I am qualifi	hat I have read and understand the Eligibility ar ed to be a candidate under section 25 of the Loc section 58 of the Local Electoral Act 2001. In part	al Electoral Act 2001 and regulations
Address (as listed on the parliamentary roll):		
Email (Preferred communication option	on for Electoral Officer):	
Mobile phone:	Home phone:	
I understand that the details pr	rovided on this nomination paper will be publicly	available for election purposes.
I am also standing for the following of I wish my name to be shown on the I wish to use the following affiliation: no affiliation may request that 'indepen		e any party/group affiliation. A candidate with tracters (including any spaces between words))
51		Date:
Signature:		Date:
C MĀ TE KAITAUTOKO NOMI	NATORS TO FILL OUT	
We, the undersigned electors of the	Horowhenua District Council election area hereby	nominate (candidate's full name):
with his/her consent, as a candidate 8 October 2022.	for the office of Mayor of Horowhenua District Co	ouncil, the election for which is to be held o
Full name of First Nominator :		
Address:		
Mobile phone:	Home phone:	
Signature of First Nominator :		Date:
Full name of Second Nominator :		
Address:		
Mobile phone:	Home phone:	

ELIGIBILITY & CANDIDACY NOTES

- 1 Candidates for this position do not need to live within the Horowhenua District Council election area, but must be a New Zealand citizen and enrolled as a NZ parliamentary elector.
- 2 Both nominators must be enrolled as electors of the Horowhenua District Council.
- 3 No person can be elected to a local authority if he/she is concerned or interested in contracts over \$25,000 with that local authority. This restriction is waived if prior approval from the office of the Controller and Auditor-General is obtained (section 3(1) Local Authorities (Members')).
- 4 A candidate may stand for either the regional council or city/district council/community board in the regional council's district, but not both
- 5 A candidate cannot nominate themselves for office.
- 6 A candidate may under section 56 of the Local Electoral Act 2001 (LEA) be nominated under a name which the candidate is commonly known provided that the name will not cause offence to a reasonable person; be unreasonably long; include or resemble an official rank or title; cause confusion or mislead electors [section \$6 LEA].

 Where no affiliation is claimed, or an affiliation is disallowed by the Electoral Officer under section 57 of the LEA, nothing will be shown in the public notice or the voting appear against the candidate's name. A candidate with no affiliation may request that 'Independent' be shown.

 Under section 121 of the LEA, any person is liable to a fine of up to \$2,000 who:

- (a) Knowing themselves to be ineligible for election, consents to being nominated for election; or
 (b) Nominates any person as a candidate whom he/she knows to be ineligible for election; or
- (c) Not being the candidate signs any nomination paper knowing that they are not qualified to vote at the election.
- Each nomination must be accompanied by the required deposit of \$200.00 (inclusive of GST) or proof of an electronic deposit.

10 Evidence of NZ citizenship is required at the time of candidate nomination. Acceptable evidence includes a copy of a NZ passport, NZ birth certificate or NZ citizenship documentation. 11 Nominations of candidates must be in the hands of the Electoral Officer, Horowhenua District Council, before 12 noon on Friday 12 August 2022. 12 An employee of a local authority may stand for election as mayor or councillor of that local authority, but if elected, must resign as an employee of the local authority before taking office. This provision does not apply to employees of a local authority elected to a community or local board.																
RETURN, PAYMENT AND REFUND DETAILS																
Submit with this nomination Evidence of Evidence of Evidence of Photo Profile Statement Profile Statement Profile Photo Photo Profile Photo Profile Photo Profile Photo Photo Profile Photo Photo																
I understand that, in not providing a profile or photo, the words "Profile/Photo not supplied" will appear below my name in the profile booklet that will be sent out with the voting paper. All nomination documents must be submitted at the same time.																
Deliver to:	Horowhenua District Council, 126 Oxford St, Levin															
or, scan and email to:	ashle	ashleych@horowhenua.govt.nz														
Contact the Deputy Electoral Officer on (06) 366 0999 if the above delivery options are not practical for you.																
Payments can be made by cash or eftpos directly at the Horowhenua District Council's offices at 126 Oxford St, Levin, if you are returning this form by hand or by online banking using the details provided below:														u are		
Account name:		Horo	whenu	a District (Council	Bank:					BNZ					
Account number:		02-06	68-007	70607-02		Partic	ulars/R	eferer	nce:		ELECTION					
Code:		(Your	initials	and surn	ame)											
Refunds of nomination de account to use for your re	online d	eposit i	into a	bank	account	t. Pleas	e list belo	w the b	ank							
Account name:																
Account number:			-		-				-		Ш					
Nominations must be in the hands of the Electoral Officer before 12 noon on Friday 12 August 2022 All nomination documents must be submitted at the same time. For assistance phone the tollfree helpline: 0800 666 048																
ELECTORAL OFFICIAL	to fill	out														
Received at the hour of:				on the		day of			20							
Candidate Roll #:																
First Nominator Roll #:						Second Nominator Roll #:										
Nomination documents approved:	00	Nomi	8	Depos depos Profile	it	oof of ement		00	Place of Proof of							
		O	Stand	ling for ot	her electi	ons										
Signature of Electoral Offi	icial:									Dat	e:					
elections — 🛇 Copy	right 202	22 ©							HOD	OWIL	ENILLA	DISTRI	ICT CO	MINICH		



HOROWHENUA DISTRICT COUNCIL

	RETURN, PAYMENT AND REFUND DETAILS																						
	I submit with this nomina (please tick appropriate cir	\Box	Evidence of deposit (\$200) Phot							oto Profile statement						t							
	I understand that, in not providing a profile or photo, the words "Profile/Photo not supplied" will appear below my name in the profile booklet that will be sent out with the voting paper. All nomination documents must be submitted at the same time.													e.									
	Deliver to: Horowhenua District Council, 126 Oxford St, Levin																						
	or, scan and email to:	ashleych@horowhenua.govt.nz																					
	Contact the Deputy Electoral Officer on (06) 366 0999 if the above delivery options are not practical for you.																						
	Payments can be made by cash or eftpos directly at the Horowhenua District Council's offices at 126 Oxford St, Levin, if you are returning this form by hand or by online banking using the details provided below:													е									
	Account name:		Hor	owh	enua [istrict (Counc	il	Ban	k:							BNZ						
	Account number:	02-0668-0070607-02								Particulars/Reference:							ELECTION						
	Code:	(Your initials and surname)																					
1	Refunds of nomination deposits (where eligible) will be made by online deposit into a bank account. Please list below the bank account to use for your refund.																						
	Account name:																						
	Account number:																						

Te Paearu Kaitono | Candidate Qualifications

MUST BE:

- A New Zealand citizen (required to provide evidence)
- Enrolled on the parliamentary electoral roll (in NZ)
- Nominator and seconder on the roll in the area

CANNOT:

- Be serving a prison sentence of three or more years
- Stand for Horizons Regional Council and Horowhenua District Council
- Have interest in a contract over \$25K per year with Council

CAN STAND:

- For Mayor and Councillor and community board
- If a council employee, but must resign if elected as Mayor or Councillor (not Community Board)
- If you live outside area, but must state that on nomination paper





Te Maunu Kaitono | Candidate Withdrawals

- A candidate cannot strategically or politically withdraw after nominations have closed
- Same as for parliamentary elections, i.e., death or incapacity only
- Medical certificate required deposit refunded
- Withdrawal application can be made by candidate or their agent





Ngā Kōrero whaitake a te Kaitono Candidate Profile Statements and Photos

Profiles

- May be provided (not mandatory) see page 19 of Candidate Handbook
- Must be provided electronically with the other nomination documents as an MS Word doc, not a pdf, not hand-written
- Up to 150 words about the candidate, their policies and intentions
- Cannot comment on policies etc. of any other candidate
- Can be emailed to the DEO but hard copies must be attached to nomination paper, i.e., all docs submitted together
- EO not required to verify or investigate any information included in profile
- Profiles on Council website as soon as ready after close of nominations
- Candidate contact details on Council website after close of nominations

Photos

- Photos in colour, within last 12 months, head and shoulders shot only (no hats, sunglasses, children, pets or friends)
- Photos provided as jpgs, scanned at 300 dpi

Hei tauira mō te whakaritenga Example Profile Statement

Invercargill City Council

Electing the Mayor



Warwick LAMPP

Proven. Dedicated. Real.

My principal place of residence is in the Invercargill City Council area. I am also standing for Councillor - At Large.

I want you to be involved and excited about Invercargill.

My vision is a thriving city that exceeds your

expectations.

A city where you are listened to, where your contribution is valued.

A city where stuff gets done through great leadership. I get stuff done.

That's why I want to be the Mayor

Auto-populated text

Hard-coded text





Pōtitanga Kawanatanga ā Rohe

2022 LOCAL GOVERNMENT ELECTIONS

PART 4

Campaigning



Whakahaeretia | Campaigning

- Can commence any time
- Generally, no rules around campaigning or conduct, but:
 - Can't use Council resources for campaigning (logo, branding, colours, Council FB or Twitter feed, photos, Council buildings)
 - Voting papers should not be collected from electors by candidates or their assistants
 - No campaigning or electioneering in Council Chambers or on Council premises
- Election expenses for campaigning must be recorded and declared in a return after the election
- Any campaign material (signs, posters, billboards, flyers, ads, cars, social media) must have an authorisation from the candidate or their agent, stating their name and contact details
 - Can be address, mobile, email, PO Box
 - Must be on the front of the sign or promotional material (not the back)
- Any content of signs is subject to ASA guidelines and complaints process must be factual
- Usual rules of defamation apply but don't complain to the EO if you don't like what someone says about you!





Pae Pāpāho Pāpori | Social Media

Beware of Social Media! During the three-month election period:

- Council's social media channels will unlike / unfollow all candidate social media channels
- Candidates must not link their own social media channels (if they are used for campaigning purposes) to the Council's social media channels, and must ensure that they have the appropriate authorisation
- Council social media channels cannot be used for electioneering by candidates or members of the public – will be constantly monitored and strictly enforced
- Any post positive or negative made by any individual specifically relating to their own or someone else's nomination, intention to run for Council or election campaign, will be removed
- Council's social media channels will remain neutral. Council will promote elections and the importance of voting but will not associate these posts with any candidates
- During the lead up to elections, the current Mayor and Councillors may be used in social media posts where it is appropriate and is considered 'business as usual' to use them.





Pae Pāpāho Pāpori | Social Media (continued)

This means, when with the intention of campaigning / electioneering:

- No posting on Council pages / accounts
- No comments / replies on Council pages
- No mentions with a tag (e.g. @HorowhenuaDistrictCouncil)
- No picture tagging
- No rating or reviewing Council pages or posts
 e.g. you cannot electioneer on Council's channels, or piggyback on its audiences see page 26 of the Candidate Handbook
- It is illegal to post a photo of your completed voting paper on FB
- If using paid FB advertising, you will have to register as a politician





Ngā Tohu Pōti | Election signs

- See page 27 of the Candidate Handbook
- Election signs can go up from Monday 8 August
- Must comply with Council hoardings policy re size and placement on Council land
- Can be on private land, but only for 2 months, need property owner's consent
- One sign per candidate per site
- All signs must be removed by 11 October 2022 at 11.59pm
- NZTA rules apply for State Highways, see page 32 of the Candidate Handbook
- Vehicle signwriting is ok cost of running a vehicle if it is own personal transport is not an election expense
- The cost of framing for a sign is not an election expense
- Complaints about size and placement made to Council's Enforcement Officers not the EO or DEO
- Complaints about authorisations to the EO





Ngā Koha me Pōti | Electoral Donations

- No time limit on when donations are received, every donation has to be recorded
- You don't have to accept a donation be careful of reason for donation
- Must be included in candidate expenditure return
- No such thing as an "anonymous" donation if you know who it has come from:
 - someone can't give a donation and ask for it to be treated anonymously
 - anonymous means you don't know who it came from, can't reasonably work it out
 - A third party who passes on a donation must disclose who the donor is
- An anonymous donation cannot be over \$1,500:
 - if it is, candidate can't keep balance over \$1,500, it must be given to EO to pass onto Council
 - a donation made up of contributions (e.g. to a Trust) is treated as one donation, and can't be over \$1,500 if anonymous
 - it is an offence to circumvent \$1,500 limit, i.e. by deliberately splitting up a donation into smaller contributions.

Ngā Pōti Utu Aukatinga | Election Expenditure Limits

Horowhenua Mayoralty \$20,000

Horowhenua Māori Ward \$7,000

Kere Kere Ward \$7,000

Levin Ward \$14,000

Miranui Ward \$3,500

Waiopehu Ward \$14,000

Te Awahou Foxton CB \$7,000





Ngā Utu Whakahaere Pōti | Election Expenses

- If standing for more than one position the higher limit applies
- The applicable period for which campaign expenditure limits apply is 3 months before election day - 8 July 2022
- Candidates required to provide details of electoral expenses incurred before or after the applicable period to Electoral Officer – pro-rata expenses for activity outside the 3 months
- Electoral expenses and electoral donation returns required within 55 days after the official result declaration – about 8 December
- Deposit not refunded until the return is completed (provided candidate gets more than 25% of the votes of the lowest successful candidate)
- Electoral expenses and electoral donations returns are public documents
- EO must make expenses documents available on Council website for 7 years
- See page 22 of the Candidate Handbook





Ngā Hēanga Pōtitanga | Election Offences

- See page 49 of the Candidate Handbook
- Imitation Voting Paper examples next slide
- Bribery
- Treating
 - Can't provide food, alcohol, drinks, entertainment as an inducement to vote (light refreshments after a meeting is ok)
 - Can't give away a pen, note pad, fridge magnet or item of value
- Undue Influence cant stand over someone telling them how to vote, or post or deliver someone else's voting paper
- Unauthorised advertisements
- Illegal nomination e.g. candidate with a court order
- Any formal complaint passed straight to the Police





Ngā Tohu Pōti | Example of Signs



















Pōtitanga Kawanatanga ā Rohe

2022 LOCAL GOVERNMENT ELECTIONS

PART 5

Election process and results



Rārangi Pukapuka Pōti | Electoral Rolls

- Preliminary Electoral Roll
- available for public inspection from 15 July to 5pm Friday 12 August 2022
- at all libraries and the council offices
- includes the ratepayer roll
- Cannot be provided electronically to candidates
- Final Electoral Roll
- produced following the EC update campaign
- is the roll used for issuing voting papers
- can purchase hard copy for \$100 (plus GST) for full roll or \$50 per ward





Pōti Motuhake | Special Voting

- Available for anyone who spoils, loses, or does not receive their voting paper or enrols after 12 August
- Available for electors on the unpublished roll
- Available from 16 September to 12 noon on election day, 8 October 2022
- Available at Foxton and Levin council offices, or can be posted out
- At Levin office on Saturday 8 October
- Applicants can come in or contact DEO by phone or email
- Candidates cannot collect special voting documents on behalf of electors













Otinga Pōtitanga | Election Results

Preliminary count occurs from 12 noon, Saturday 8 October 2022

Progress results: expected about 3pm – approx 90% of votes received (not special votes and votes in transit to processing centre).

Progress results:

- Will be available from Council's website
- Email to all candidates with email address
- Candidates personally rung by Council staff

Preliminary results: expected late on Sunday 9 October, after all ordinary votes have been processed

Final results: expected by Thursday 13 October, after special votes have been processed

Nau mai ki te tari | Coming into Office

- All members come into office on the day following the day on which the candidates are declared to be elected
- This is the day after the result declaration is posted on Council's website - expected to be Friday 18 or Saturday 19 October
- Successful candidates contacted by Mayor/staff
- Council's inaugural meeting and the "swearing in" of elected members (elected candidates cannot act until this has occurred)





Rauemi | Resources

Candidate Handbook and nomination papers

LGNZ 'Making a Stand' booklet

Council's Pre-election report – available from 29 July 2022:

- To inform the community and candidates on key aspects of Council business
- To set out major projects and expenditure for next 3 years
- To promote discussion on issues and inform any elections debate

Legislation (LEA, LER)

Council's website (for election information):

HRC Candidate Handbook and website

https://www.electionz.com/LGENominations/ELT42HO22_candidates.htm







Kupu Whakamutunga | Last word

- No Online Voting
- Campaigning anything goes
- Election results on websites/email progress/prelim/final
- Election day Saturday 8 October 2022
- Good luck!!



