

CLUTHA DISTRICT COUNCIL











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→ GENERAL INFORMATION

Q1: When is the next Clutha District Council election?

A1: Election day is Saturday 11 October 2025 with voting closing at noon. The voting period starts on Tuesday 9 September 2025.

Q2: Who runs the election?

A2: The electoral officer has full responsibility for running the election.

Q3: What is the name of the electoral officer and council's electoral liaison person?

A3: The electoral officer is:

Dale Ofsoske.

Independent Election Services Ltd Electoral Office: 167 Victoria Street West, Auckland Central (entrance off Dock Street)

Phone: 0800 922 822

Email: dale.ofsoske@electionservices.co.nz

The deputy electoral officer is:

Jules Witt,

Clutha District Council

1 Rosebank Terrace, Balclutha Phone: 0800 801 350 | 03 419 0200 Email: jules.witt@cluthadc.govt.nz

Q4: What type of electoral system is used?

A4: The FPP (first past the post) electoral system is used for the Clutha District Council, the Clutha Licensing Trust, the Mataura Licensing Trust, the Gore & Districts Health Trust Incorporated and Clutha Health Incorporated.

The STV (single transferrable vote) electoral system is used for the Otago Regional Council.

For a more detailed explanation of electoral systems used in local elections, refer <u>Q56</u> and <u>Q56</u>.

Q5: What elections can we vote for?

A5: Electors will be able to vote for the mayor, ward councillors and community board members (where applicable).

In 2024, Clutha District Council undertook a representation arrangements review (review of wards, boundaries, numbers of elected members, etc). As a result of this, there will be nine councillors, elected as follows:

- → 9 councillors (from 8 wards)
- → 12 members (from 2 community boards)

Ward	Councillors
Balclutha	2
Bruce-Waihola	1
Catlins	1
Clinton-Clydevale	1
Kaitangata-Matau	1
Lawrence-Tuapeka	1
Milton	1
West Otago	1

Community Board	Members
Lawrence-Tuapeka	6
West Otago	6

Electors will also be able to vote for up to two Otago Regional Council members, and, where applicable, Clutha Licensing Trust members, Mataura Licensing Trust members, Gore & Districts Health Trust Incorporated members and Clutha Health Incorporated members.

For more information, refer $\underline{Q65}$.

For further information refer to council's website www.cluthadc.govt.nz/.



Q6: What is the role of the mayor, councillors and community board members?

A6: Mayor:

- → presides at council meetings
- ightarrow attends and participates at meetings of committees and working parties
- ightarrow reads agenda and other materials before meetings
- → leads the council and co-ordinates council political activity
- \rightarrow speaks on behalf of the council
- → represents the council on related organisations, where appointed
- ightarrow attends and participates at conferences and seminars
- ightarrow attends to complaints and enquiries from members of the public
- ightarrow presides at civic ceremonies
- → hosts visiting groups, including overseas delegations
- ightarrow attends and speaks at local functions, sometimes opening them
- ightarrow declares a state of civil defence emergency in the region if the need arises.

Mayor and Councillors:

- → participate in strategic and long-term planning for the whole district
- develop policy across a wide range of activities and services
- ightarrow represent the district at functions as required
- \rightarrow review and develop bylaws for the district
- → advocate on a wide range of issues
- → coordinate and form partnerships with other spheres of government and other agencies
- ightarrow participate in the appointment and performance review of the chief executive
- ightarrow act on all these matters within a legislative and regulatory framework
- ightarrow set a budget and rates
- \rightarrow monitor the performance of the council organisation.

Community board members:

- → Represent and act as an advocate for the interests of their community
- → Consider and report on any matter referred to it by Council and any issues of interest or concern to the Community Board
- → Make an annual submission to Council on expenditure in the community
- Maintain an overview of services provided by Council within the community
- → Communicate with community organisations and special interest groups in the community
- ightarrow Undertake any other responsibilities delegated to it by Council.

→ CANDIDATES

Q7: I want to be a candidate in these elections. What do I need to do?

A7: You must be a New Zealand citizen and your name must be on the Parliamentary Electoral Roll (anywhere in New Zealand).

When lodging your nomination, proof of citizenship will be required (copy of passport, birth certificate, citizenship certificate). If your name on the Parliamentary Electoral Roll is different from your name on your proof of citizenship, you also need to provide proof of change of name.

You will need to have two electors enrolled on the electoral roll in the area you are standing for to nominate you –

e.g. if you stand for the Lawrence-Tuapeka Ward, the nominators will need to be enrolled on the general electoral roll for that ward. (Note the candidate does not need to reside in the area in which they are standing but that fact will appear in candidate information for electors.)

For information on nomination papers and the candidate information handbook refer Q23.

Candidate campaigning can commence any time prior to the election (no time restriction), but any expenditure made, within or outside



the three-month applicable period before election day, must be accounted for.

Q8: How much will it cost me to stand?

A8: You will need to pay a nomination fee of \$200 GST inclusive. This fee applies to each election (position) you stand for.

Your nomination fee can be paid by electronic bank transfer, EFTPOS, credit card or cash.

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

Q9: What qualifications and experience do I need?

A9: Nothing formal. Elected members come from all walks of life and generally have a desire to serve the community.

All (or some) of the following capabilities will be useful in the elected member role:

- \rightarrow quality decision-making
- \rightarrow political acumen
- → leadership
- \rightarrow cultural awareness
- \rightarrow strategic thinking
- knowledge and understanding of Clutha District Council and local government
- → communication and engagement, relationship building and collaboration.

Come along to a council or community board meeting to get an idea of what happens in practice.

Q10: Does a criminal record affect a person standing as a Council candidate?

A10: No, not for the Clutha District Council elections.

Q11: How long is the term of an elected member?

A11: Three years.

Q12: Do I need to be resident in the area I am standing for?

A12: No, but you must be on the Parliamentary Electoral Roll (anywhere in New Zealand) and be a New Zealand citizen (by birth or citizenship ceremony). If you don't reside in the area you are standing for, this needs to be disclosed to electors.

The two people who nominate you must be on the electoral roll within the area you are standing for.

Q13: How many positions can I stand for?

A13: You can stand for mayor, ward councillor and a community board member, but if you are elected to more than one position you must take the highest ranked position.

In addition, you can stand for the:

- ightarrow Clutha Licensing Trust (if a resident in the licensing trust area)
- → Mataura Licensing Trust (if a resident in the licensing trust area)
- → Gore & Districts Health Trust Inc
- → Clutha Health Incorporated

You cannot stand for more than one ward, or for both the Clutha District Council and the Otago Regional Council.

Q14: Can I withdraw my nomination as a candidate?

A14: Only if it is withdrawn before the close of nominations (noon, Friday 1 August 2025). 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 the electoral officer know who will talk through the issues with you.

If you become incapacitated with serious illness or injury and are unlikely to be able to perform the functions and duties if elected to office, an application to withdraw your



nomination on those grounds can be made. Verification from a doctor or lawyer about your situation will be required.

Contact the electoral officer if you need more information about this process.

Q15: What is a candidate profile statement?

A15: 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.

Your candidate statement can be submitted in both Māori and English, but the information contained in each language must be substantially consistent. Each language has to be within a 150-word limit.

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 Kaitangata-Matau Ward', or 'My principal place of residence is not in the Kaitangata-Matau Ward'. This is not part of the 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 and style colour photograph (taken in the last 12 months).

Refer to the <u>Local Electoral Act 2001</u>, <u>section</u> 61 for more information.

Q16: When is the campaign period?

A16: Election campaigning can start any time before the election and continue up to and including election day.

For information relating to campaign hoardings, refer <u>Q65</u>.

Q17: How much can I spend on my campaign?

A17: There is a limit on what you can spend on your campaign and it relates to the population of the area you are standing for.

The maximum amount that can be spent by a candidate cannot exceed the limits set out in the following table:

Local government area population	Expenditure limit
Up to 4,999	\$3,500
5,000 – 9,999	\$7,000
10,000 – 19,999	\$14,000
20,000 – 39,999	\$20,000
40,000 – 59,999	\$30,000
60,000 – 79,999	\$40,000
80,000 – 99,999	\$50,000
100,000 – 149,999	\$55,000
150,000 – 249,999	\$60,000
250,000 – 999,999	\$70,000
1,000,000 or more	\$100,000*

*plus 50 cents for each elector

For example, a candidate for the Bruce-Waihola Ward (with a population of up to 4,999) can spend up to \$3,500 inclusive of GST. 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.

Please note any expenditure made by a candidate for an election campaign is funded by the candidate and is not refundable by Council to the candidate.

All candidates are required to lodge an Electoral Donations and Expenses Return within 55 days after the day on which the successful candidates are declared to be elected (by 11 December 2025).

If a candidate is outside New Zealand on this day, the return must be filed within 76 days after



the day on which the successful candidates are declared to be elected.

If a return is not submitted within the required time period, the non-return will be advised to the New Zealand Police for enforcement.

If a candidate is eligible for a refund of the nomination fee, the return needs to be received before the fee is refunded.

Q18: Can I raise campaign funds from donations, and can I claim expenses?

A18: Yes, you can raise funds and claim expenses from your campaign. There is very specific legislation about donations and expenses which you need to abide by.

For more information go to <u>Local Electoral Act</u> 2001, sections 103A – 112F.

Q19: Can people already elected onto Clutha District Council use Council resources to campaign?

A19: No, elected members cannot use Council resources for their campaigns.

Q20: Are there any rules about using social media?

A20: 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. This includes tagging Council in social media posts. Council monitors its online sites and takes down any campaign related posts.

Q21: Can I help people vote or collect their voting documents to send in?

A21: No, 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 they should vote.

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.

Candidates and their assistants should be particularly careful if campaigning occurs in facilities such as rest homes or hospitals.

Q22: When do nominations open and close?

A22: Nominations open on Friday 4 July 2025 and close at noon on Friday 1 August 2025.

It is strongly recommended that candidates do not leave lodgement of their nomination until the last day. There may be insufficient time to rectify any error with the nomination, if lodgement occurs on Friday 1 August 2025.

Q23: Where can I obtain a nomination paper?

A23: From 4 July 2025 nominations can be completed and submitted online at: esp.electionservices.co.nz/lge2025/CL/

Nomination papers will also be posted on request by phoning 0800 922 822 and available in hard copy at the following Council offices:

- → Clutha District Council's main office, 1 Rosebank Terrace, Balclutha
- → Balclutha Community Library, 23 John Street, Balclutha
- → Lawrence Community Library, 5 Peel Street, Lawrence
- → Milton Community Library, 124 Union Street, Milton
- Owaka Community Library,10 Campbell Street, Owaka
- → Tapanui Community Library, 1 Suffolk Street, Tapanui.

→ ENROLMENT

Q24: Where can I view the electoral roll that will be used for this election?

A24: The preliminary electoral roll will be available for public inspection for a one-month period



from Friday 4 July 2025 to Friday 1 August 2025

The preliminary electoral roll will be available for inspection at:

- → Clutha District Council's main office, 1 Rosebank Terrace, Balclutha
- → Balclutha Community Library,
 23 John Street, Balclutha
- → Lawrence Community Library, 5 Peel Street, Lawrence
- → Milton Community Library, 124 Union Street, Milton
- → Owaka Community Library, 10 Campbell Street, Owaka
- → Tapanui Community Library, 1 Suffolk Street, Tapanui.

Q25. How do I enrol to vote in these elections?

A25. Is this your main place of residence?

- Yes

 Have you lived at your current address for more than one month?
- Yes → Are you on the Parliamentary

 Electoral Roll at your current address
 in the Clutha District Council area?
- Yes

 You will automatically appear on the electoral 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
Clutha District Council area?

No or Don't Know

- You need to complete an enrolment form with the Electoral Commission for this. You can either:
 - ightarrow enrol online or download a form at $\underline{\text{www.vote.nz}}$
 - phone the Electoral Commission 0800 36 76 56 to request a form in the post with a return envelope.

or Is this your main place of residence?

- No → Are you on the Parliamentary

 Electoral Roll at an address in another

 district?
- Yes

 If you own a property in a different district to your main residence, you may be able to enrol as a non-resident ratepayer elector. (Refer to ratepayer enrolment advice in Q30 and Q31.)

Q26: I am a student and spend my time in different places. Where should I enrol?

A26: You should enrol where you spend the greater part of your time.

Q27: I turn 18 on election day. Can I vote?

A27: Yes, but you need to make sure you have enrolled. You can provisionally enrol from the age of 17 and if you do that, when you turn 18 your enrolment will be automatic.

You will also need to apply for a special vote during the voting period (Tuesday 9 September 2025 to noon, Saturday 11 October 2025).

For special vote availability, refer Q48.

Q28: I am a New Zealand Māori, do I need to enrol on the Māori roll?

A28: Not necessarily. When enrolling for the first time you decide whether you want to go on the Parliamentary Māori Electoral Roll or the Parliamentary General Electoral Roll by signing the appropriate panel on the parliamentary elector enrolment form.

However, you are able to change from the Māori Electoral Roll to the General Electoral Roll (or vice versa) at any time, except during the 3 months before election day.

Q29: How do I know whether I am enrolled?

A29: The Electoral Commission will be undertaking a roll update campaign from 1 April 2025 for the Parliamentary Electoral Roll which forms



the basis of the electoral roll for the Clutha District Council elections.

If you do not receive a letter in the post after 9 April 2025 the chances are you are not enrolled, or your details are incorrect. You will then need to complete a Parliamentary Electoral Roll enrolment form.

If you have recently changed address, you will need to update your address details on www.vote.nz. You can check to see if you are enrolled at www.vote.nz or by phoning 0800 36 76 56.

Q30: I own a business in the Clutha District Council area and pay rates, but I don't live in the Clutha District Council area. Do I get a say in the Clutha District Council elections?

A30: Yes, subject to being eligible as a non-resident ratepayer elector and becoming enrolled.

A non-resident ratepayer enrolment form is available from:

- → online portal <u>www.ratepayer.co.nz</u>
- → Council's website www.cluthadc.govt.nz
- \rightarrow the electoral office phone 0800 922 822.

The non-resident ratepayer enrolment form should be submitted to the electoral officer by Friday 1 August 2025 (in order to receive an ordinary vote), and no later than Friday 10 October 2025 (in order to receive a special vote).

Q31: I own a property in the Clutha District Council area, but it is not my full-time residence. How do I get on the ratepayer electoral roll?

A31: Is your name on the rates notice?

Yes You may be eligible to be on the ratepayer electoral roll. Go to www.ratepayer.co.nz to complete a ratepayer enrolment online, or contact the electoral office on 0800 922 822 and request a ratepayer enrolment form. This should be submitted to the electoral officer or an electoral official by Friday 1 August 2025 in order to receive an ordinary vote, and no later than Friday

10 October 2025 in order to receive a special vote.

If it is easier you can call at a special voting venue during the voting period (Tuesday 9 September 2025 to noon Saturday 11 October 2025) and complete the ratepayer enrolment form and have your special vote at the same time.

For special vote availability, refer Q46.

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

Or Is your name on the rates notice?

No → You may not be eligible to be on the ratepayer electoral roll.

Go to <u>www.ratepayer.co.nz</u> to check your eligibility or contact the electoral office on 0800 922 822.

→ VOTING

Q32: Is it a postal vote and will I be sent my voting documents in the mail?

A32: All local authority elections will be conducted by postal vote. Voting documents will be delivered by post between Tuesday 9 September 2025 and Monday 22 September 2025.

There is no online voting option available.

Q33: My partner received a voting document, but I haven't received mine. What should I do?

A33: Is it <u>before</u> Monday 22 September 2025 and you believe you are correctly registered on the electoral roll?

Yes Please wait until the mail has been delivered on Monday 22 September 2025. If your voting document is not received, then please call the electoral office on 0800 922 822 and request a special vote.

Or



Is it after Monday 22 September 2025 and you believe you are correctly registered on electoral roll?

Yes → You will need to apply for a special vote. For special vote availability, refer Q46.

Or

Is it after Monday 22 September 2025 and you believe you are not correctly registered on the electoral roll?

Yes → You will need to complete a Parliamentary Electoral Roll enrolment form. These are available online at www.vote.nz or phone 0800 36 76 56 to have one posted to you with a return envelope.

> You will need to apply for a special vote. For special vote availability, refer Q46.

- Q34: I received a voting document for a member of my family (e.g. child, parent) and have Power of Attorney for that person. Can I vote on behalf of that person?
- A34: No, you are not allowed to vote on behalf of that person as Attorney.
- Q35: I received a voting document for a member of my family (e.g. child, parent) who does not live at my address or is incapable of voting. What should I do with the voting document?
- A35: If they are overseas, you could post it to the person or destroy it if that is not practicable.

If it is for a person who is cognitively impaired, for example someone who is living with advanced dementia, please destroy it by ripping/cutting it up. You cannot vote on their behalf unless directly instructed by them.

- Q36: I received a voting document that does not belong to me and I don't know this person or where this person has gone. What should I do with the voting document?
- A36: Write GNA (Gone No Address) on the envelope and put it back in the mail.

Q37: What is that barcode that I can see through the return envelope or on the front of the voting document?

A37: It is a legal requirement to scan the barcode and mark the electoral roll to indicate the person has voted. This is to ensure that we do not receive two votes from the same person.

Q38: How do you ensure the secrecy of my vote?

A38: Returned envelopes containing a voting document cannot be opened until there is a justice of the peace (JP) present. The JP is required to sign off that the processes used by the electoral officer meet the legal requirements.

> Note that the voter's name is not shown on the voting document.

> When the envelope is opened the only thing the electoral office is looking for is that the vote for each election is valid.

This means that we are making sure that the voter's intention is clear and the voter has not ticked or marked more candidates than the number of vacancies.

Q39: Do I have to vote? I don't know any of these candidates.

A39: No, you don't have to vote, but we do encourage you to vote and exercise your democratic right.

> You 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.

To help you get to know about the candidates:

- → there may be candidate meetings being held in your community if you wish to go and hear what policies the different candidates are advocating for
- ightarrow there is a candidate profile booklet that comes with the voting document in which there is a photo and a statement from each candidate. This information will also be available on the Council's website (www.cluthadc.govt.nz) after nominations close (expected 8 August 2025)



- → candidates may have their own website, social media page(s), videos, advertise in local newspapers or send out information to letterboxes in your area
- → local media are likely to cover information about the election.

Q40: Do I have to post my voting document back?

A40: You can post it but make sure you have it in the mail by Tuesday 7 October 2025 to ensure it gets back to us in time (by noon Saturday 11 October 2025).

You can also hand deliver your voting document to a ballot box during the voting period (Tuesday 9 September 2025 to noon Saturday 11 October 2025).

For ballot box locations refer $\underline{Q45}$.

Q41: I have lost my return envelope. What shall I do?

A41: You can use an envelope of your own and put the return address and Replypaid number on it.

You will not need to put a stamp on the envelope if you write the Replypaid number on the envelope and post it in New Zealand.

Replypaid number 4710

The Electoral Office Clutha District Council PO Box 5135 Victoria Street West Auckland 1142

Q42: I am on the Unpublished Parliamentary Roll and I want a Special Vote. What should I do?

A42: You will need to apply for a Special Vote. For Special Vote availability, refer Q46.

Q43: I didn't receive my voting document. How do I obtain a Special Vote?

A43: Are you on the Parliamentary Electoral Roll for the address you want to vote for?

Yes

→ You will need to apply for a Special Vote. For Special Vote availability, refer Q46.

Or

Are you on the Parliamentary Electoral Roll for the address you want to vote for?

No/Don't Know

If you are not enrolled or not enrolled correctly on the Parliamentary Electoral Roll, you will need to complete an enrolment form. You can enrol or update your details online at www.vote.nz using your New Zealand driver licence, New Zealand passport or RealMe verified identity.

Alternatively, you can download an enrolment update form and return it by uploading it to the enrolment team at www.vote.nz/upload, or request one to be mailed to you with a return envelope.

For any queries regarding enrolling on the residential roll, email: enquiries@elections.govt.nz.

No/Don't Know

If you are not enrolled or not enrolled correctly on the Parliamentary Electoral Roll, you will need to complete an enrolment form for this. You can enrol online at www.vote.nz or phone 0800 36 76 56 to have one posted to you with a return envelope. This form needs to be with the Electoral Commission before close of business Friday 10 October 2025.

You will need to apply for a Special Vote. For Special Vote availability, refer <u>Q46</u>.

Q44: I spoiled my voting documents/I have made a mistake on my documents. What can I do?

A44: If you can amend it so that your voting intention is clear, then do so.

If necessary, we can issue you with a Special Vote (for Special Vote availability, refer Q46), but this will take time and require you to complete a statutory declaration.



Q45: Where are ballot boxes located?

A45: You can drop your vote into a ballot box at:

- → Clutha District Council 1 Rosebank Street, Balclutha
- → Balclutha Community Library, 23 John Street, Balclutha
- → Lawrence Community Library, 5 Peel Street, Lawrence
- → Milton Community Library, 124 Union Street, Milton
- → Owaka Community Library, 10 Campbell Street, Owaka
- → Tapanui Community Library, 1 Suffolk Street, Tapanui.

Refer to <u>www.cluthadc.govt.nz</u> for the latest locations. For Special Votes, refer Q46.

Q46: Where can I have a Special Vote?

A46: Special Votes can be obtained from:

- → Clutha District Council 1 Rosebank Street, Balclutha
- → Balclutha Community Library, 23 John Street, Balclutha
- → Lawrence Community Library, 5 Peel Street, Lawrence
- → Milton Community Library, 124 Union Street, Milton
- → Owaka Community Library, 10 Campbell Street, Owaka
- → Tapanui Community Library, 1 Suffolk Street, Tapanui.
- ightarrow or phone the electoral office 0800 922 822 to have one posted to you.

All special votes need to be completed and returned to the electoral officer or an electoral official (at any of the above locations) by noon Saturday 11 October 2025.

If posting, send by Tuesday 7 October 2025 to ensure it gets back to the Electoral Office in time.

Q47: I am going away and will not be here when the voting documents are posted out. What should I do?

A47: You will need to apply for a Special Vote.

For Special Vote availability, refer Q46.

Q48: Do I have to vote for all the candidates for an issue? If I don't vote for all the candidates or all the issues on my voting document, will all my votes not be counted?

A48: With FPP you can vote for as many candidates as you want to but not more than the number of positions available on the voting document. So, if you are electing one ward councillor then you can vote for one candidate. Remember, for FPP you tick the candidate you want to elect.

For STV you can vote for all or as many candidates as you wish but these must be in order of your preference and no number can be repeated. For STV, you rank the candidates you want to elect from number 1 onwards.

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

For more information about FPP and STV, see $\underline{Q55}$ & $\underline{Q56}$.

Q49: Why can't I vote for a certain candidate who is standing for a different ward or other election?

A49: You can only vote for the elections relevant to the area in which you live or the electoral roll you are on.

You cannot vote for a candidate who is standing for example in another ward, because you are not an elector of that other ward.

Q50: My partner's document and mine are different and there are more/less things to vote for. Why is the list of candidates different?

A50: The Otago Regional Council candidates are listed randomly.

For any other differences, you will need to call the electoral office on 0800 922 822.



Q51: I have received two voting documents. What shall I do?

A51: You will need to call the electoral office on 0800 922 822.

Q52: Do the staff working on the election know who I voted for?

A52: No, your vote remains secret under the required separate roll scrutiny and vote counting procedures.

Q53: Can I help someone fill out their voting document?

A53: Under the <u>Local Electoral Act 2001</u>, 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.

Telephone voting will be available for electors with disabilities. To access this service, electors will need to call the electoral office on 0800 922 822.

Q54: What happens to all the voting documents after the elections?

A54: They are delivered to the Dunedin District Court and kept for 21 days after public notice is given declaring the result of the election so that the Court can access them should there be any application for a recount or petition for inquiry.

After this time, or the completion of any recount or enquiry, the Court is responsible for destroying them.

Q55: What is FPP and how do I vote in an FPP election?

A55: FPP stands for first past the post voting system and is used for the Clutha District Council, Clutha Licensing Trust, Mataura Licensing Trust, Gore Health Trust, and Clutha Health Incorporated elections.

The candidate or candidates that get the most votes win.

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 on your voting document.

Q56: What is STV and how do I vote in an STV election?

A56: STV is used for the Otago Regional Council.

STV stands for single transferable voting and is a preferential system of voting where you can rank as few or as many candidates as you like. It is a single vote which can be transferred between candidates to ensure the vote contributes to the election of at least one candidate and is not wasted. If a popular candidate does not need all the votes he or she receives, a proportion is transferred to the voter's next preference. On the other hand, if a candidate is not popular and receives few votes, those votes are transferred to a voter's next preference. For more information about STV, go to www.stv.govt.nz.

To exercise an STV vote, start by writing the number 1 in the box next to the candidate you most want to be elected. Write the number 2 next to your second most preferred candidate and so on 3, 4, 5 etc.

You can write as many preferences or as few as you like up to however many candidates are standing for that election.

You must write the number 1 for your vote to be counted.

Do not write the same number more than once e.g. 1, 2, 3, 3, 4, 5 and do not miss a number from your preferences e.g., 1, 2, 4, 5.

→ ELECTION RESULTS

Q57: When will we know the results of the election?

A57: Progress results will be announced on the afternoon of election day, Saturday 11 October 2025.



Preliminary results will be announced on Sunday 12 October 2025, once all votes received at the council offices (up until noon on election day) have been delivered to the electoral office in Auckland and processed.

The official results will be announced when special votes have been checked and included in the final result, expected by Friday 17 October 2025

Q58: How will I find out the results?

A58: Candidates:

Progress and preliminary results will be advised as soon as practicable after the results are known, on Saturday 11 and Sunday 12 October respectively. This may be by email or by phone.

Voters:

Progress and preliminary results will be released to the media and placed on the council's website (www.fndc.govt.nz) as soon as practicable once they are known, on Saturday 11 and Sunday 12 October respectively.

Q59: What do I need to do if I want to challenge the results of the election?

A59: Under legislation a candidate may challenge the official results through either a judicial recount or a judicial inquiry. A candidate will have to file an application in the District Court and pay an application fee of \$750.

A candidate may wish to call the electoral office on 0800 922 822 to discuss this.

→ MEMBERS

Q60: When do elected members take up their roles?

A60: Elected members take up office the day after the official results have been declared by public notice. However, members cannot act until they have sworn the oath of office which is usually at the first meeting of the council. This first meeting is usually held as soon

as practicable after the official results are published.

Q61: Do elected members get paid and if so, how much?

A61: The Remuneration Authority sets a remuneration pool. The newly elected council will decide how to apply the pool of funding. Some expenses are also reimbursed.

As an indication, the remuneration as of 1 July 2024 was:

Office	Annual Remuneration
Mayor	\$129,250
Deputy Mayor	\$35,874
Committee Chairperson (3)	\$34,164
Executive Committee Member (3)	\$29,040
Councillor (with no additional responsibilities)	\$25,623
Councillor (minimum allowable remuneration)	\$22,595

Office	Annual Remuneration
Lawrence-Tuapeka Community Board Chair	\$6,469
Lawrence-Tuapeka Community Board Member	\$3,234
West Otago Community Board Chair	\$7,668
West Otago Community Board Member	\$3,834

Source: Local Government Members (2024/25) Determination 2024, Schedule of Remuneration-part 2

For further information on remuneration refer to: www.remauthority.govt.nz.



Q62: Who are elected members responsible to?

A62: Ultimately the elected members are responsible to the local community. The

Minister of Local Government and the Auditor– General do have a role in ensuring that council follows the law.

Q63: Would being an elected member take up much time?

A63. Being an elected member is a busy job that often involves meetings, events and speaking with community members outside of normal business hours. Flexibility and the ability to prioritise and manage time effectively are essential. This includes balancing a high volume of reading, paperwork and emails with a schedule of meetings and public commitments.

As a consequence, the Mayor is considered a fulltime job and councillors are generally part time jobs.

Q64: How many elected members are there?

A64: The Clutha District Council will be made up of::

- \rightarrow 1 mayor (elected 'at large')
- → 9 councillors (elected from 8 wards)
- → 12 community board members (from 2 community board areas)
- → 5 Clutha Licensing Trust members
- → 3 Mataura Licensing Trust members (elected from within the Clutha District Council area)
- → 1 Gore & Districts Health Trust Inc member (elected from within the Clutha District Council area)
- → 5 Clutha Health Incorporated members (elected from within the Clutha District Council area).

The Otago Regional Council will be made up of 12 councillors from 4 constituencies. Of these, electors in the Clutha district will be able to vote for:

> 2 councillors from the Molyneux Constituency.

See <u>Q5</u> for more information.

→ ELECTION SIGNS

Q65: What are the requirements for election signs?

A65: Rules about election signs are found in the Local Electoral Act 2001 and council's election signs policy—both of which must be complied with.

Local Electoral Act 2001:

All election material, including signs and hoardings, must show an authorisation statement (name and contact details of the candidate or the candidate's agent). Not to do so is an electoral offence.

Refer to the <u>Local Electoral Act 2001, section</u> 113.

State Highway corridors

All local government election signs located on or adjacent to a state highway require the written consent of the New Zealand Transport Agency Waka Kotahi. Refer NZTA Planning Policy Manual (esp sections 7.3 and 8).

Local Authority:

Clutha District Council is responsible for regulating when, where and how signs can be displayed in the district

Signage for electioneering purposes is classified as a 'permitted activity' under District Plan. Rule SIGN.2. (vi).

Full information can be found on the Clutha District Council website www.cluthadc.govt.nz and Council's Policy on Election Signs.

Q66: I have a complaint about the electoral signage. What should I do?

A66: If the signs don't have the required authorisation on them, call the electoral office on 0800 922 822.

If the signs are located where they should not be, or have been pulled over or damaged, call the Council on 0800 801 350.



COUNCIL'S ELECTION SIGNS GUIDELINES:

Timing

Signs may not be erected earlier than two months before polling day.

All election signs must be removed by midnight on the night prior to polling.

Size & Design

All signs must not exceed 3m² in area or 2.5m in height.

All signs must have space between any lines of not less than 50mm.

Signs must not be made of, or be affixed with, any reflective material.

Signs must not resemble in shape or colour, and cannot be mistaken for, a traffic sign.

Signs must not have any moving parts, or be illuminated or flashing.

Election signs must meet minimum requirements for lettering sizes in accordance with <u>Rule Sign.1 of the District Plan.</u>

Safety

Structures and signs must be structurally safe, and constructed of durable materials. Signs must be maintained to the same standard as when they were first erected.

Structures and signs must not constitute a traffic hazard.

Use non-metallic stakes only to erect signs, and ensure you are aware of any services that may be underground before you dig.

Placement

Signs erected on private land require consent of the landowner.

Election signs may not be located on Council road reserve.

Approved sites

The Council has approved the following locations as suitable for the erection of election signs.

Town	Location
Balclutha	 Tower Reserve, North Balclutha Rosebank Reserve, Cnr Clyde & James Sts
Lawrence	 Lions Picnic Reserve, Beaumont Road Lions Picnic Reserve, Harrington Place
Tapanui	 Dorset St/Station Rd intersection reserve
Milton	Taylor ParkMoore Park

The Clutha District Council Chief Executive may authorise the removal of signs in circumstances where they are considered to be unsafe.