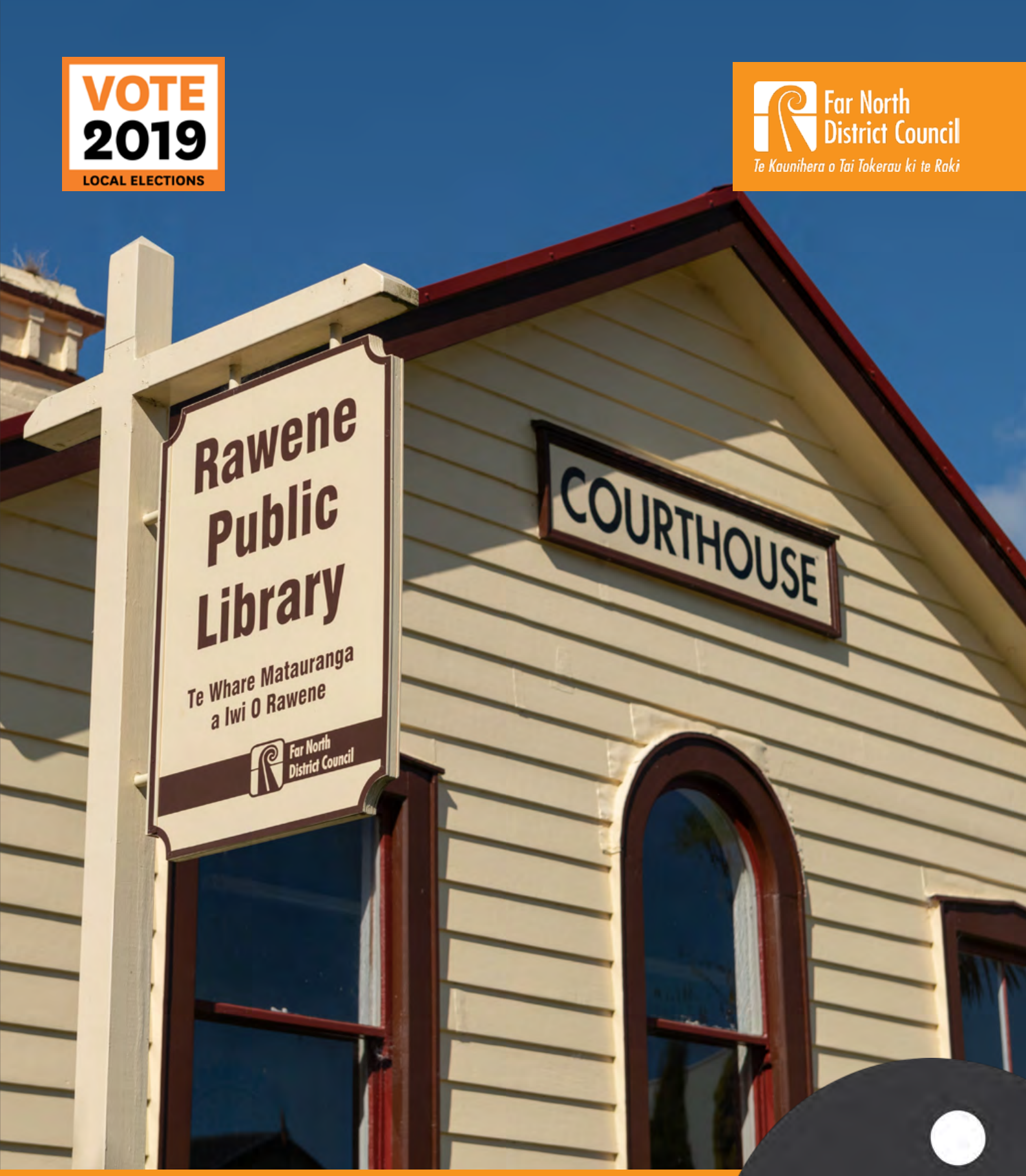
VOTE 2019
LOCAL ELECTIONS

Far North District Council
Te Kaunihera o Tai Tokerau ki te Raki



2019 CANDIDATE INFORMATION HANDBOOK

FAR NORTH DISTRICT COUNCIL LOCAL ELECTIONS

Far North District Council

Te Kaunihera o Tai Tokerau ki te Raki

Disclaimer: Every effort has been made to ensure that the information contained in this handbook is accurate and consistent with the Local Electoral Act 2001. Far North District Council takes no responsibility for any errors or omissions. It is recommended that candidates obtain a full copy of the Act, which is available online at www.legislation.govt.nz

May 2019

Contents

Overview	2
Elections	3
Fact Sheet	4
Timetable	6
Electoral principles	7
Electoral legislation	8
Electoral systems	9
Candidate eligibility	10
Nominations	12
Candidate information briefings	17
Campaigning	18
Electoral donations and expenses	20
Council policy on election signs	29
Electoral rolls	30
Voting and special voting	32
Early processing of returned voting documents	34
Scrutineers	35
Results	36
Term of membership	37
Community board membership	38
Election offences	39
Remuneration	43
Health and safety responsibilities	44
2016 voting document returns	45
2016 election results	47
Maps	49
Council and community boards	51
Accountability	53
Raising matters with council	55
Mayor	56
Elected members	57
Member interests	58
Inaugural briefing	59
Induction	60
Northland District Health Board	61
Letter to appoint scrutineer	
Return of electoral donations and expenses form	
Notes	

Overview

This handbook provides information which may be of interest to you as a candidate in the 2019 local government elections.

More information specific to Far North District Council's current work programme and financial position is included in the Council's pre-election report, available in July 2019 at www.fndc.govt.nz

The triennial elections of elected members to Far North District Council are being conducted by postal vote concluding on Saturday 12 October 2019.

The elections will be conducted under the provisions of the Local Electoral Act 2001 and the Local Electoral Regulations 2001. Other legislative references are found on page 8 of this handbook.

Key dates for a candidate

Nominations open	Friday 19 July 2019
Nominations close	Noon, Friday 16 August 2019
Delivery of voting documents	From Friday 20 September 2019
Appointment of scrutineers	By noon, Friday 11 October 2019
Close of voting	Noon, Saturday 12 October 2019
Progress results available	As soon as practicable after close of voting, Saturday 12 October 2019
Preliminary results available	By noon, Sunday 13 October 2019
Official declaration of results	Thursday 17 October 2019
Return of electoral donations & expenses form	By Friday 13 December 2019

Contact us

Electoral officer:

Dale Ofsoske, Independent Election Services Ltd
Level 2, 198 Federal Street, Auckland 1010
PO Box 5135, Wellesley Street, Auckland 1141
Phone - 0800 922 822
Email - dale.ofsoske@electionservices.co.nz
Website - www.electionservices.co.nz

Far North District Council liaison person:

Caroline Wilson, Manager - District Administration
Corporate Services, Far North District Council
5 Memorial Avenue, Kaikohe
Phone - 0800 920 029 or 09 401 5200
Email: caroline.wilson@fndc.govt.nz
Website - www.fndc.govt.nz

Elections

Elections required

Elections will be held for:

- mayor
- councillors
- community board members
- Northland Regional Council members
- Northland District Health Board members

The Far North District Council area is divided into three wards and three community boards. The community boards are further subdivided into 12 subdivisions, these being:

Ward	Councillors	Resident Electors
Bay of Islands-Whangaroa	4	20,502
Kaikohe-Hokianga	2	8,919
Te Hiku	3	13,421
	9	42,842

Number of electors as at 31 March 2019

Community Boards and Subdivisions	Member	Resident Electors
Bay of Islands-Whangaroa	7	20,502
Kawakawa-Moerewa Subdivision	1	2,479
Kerikeri Subdivision	3	9,372
Paihia Subdivision	1	2,994
Russell-Opua Subdivision	1	2,774
Whangaroa Subdivision	1	2,883
Kaikohe-Hokianga	6	8,919
Kaikohe Subdivision	3	4,557
North Hokianga Subdivision	1	1,543
South Hokianga Subdivision	2	2,819
Te Hiku	6	13,421
Doubtless Bay Subdivision	1	2,533
Kaitaia Subdivision	3	6,633
North Cape Subdivision	1	2,020
Whatuwhiwhi Subdivision	1	2,245
	19	42,842

Number of electors as at 31 March 2019

In 2018, the Northland Regional Council undertook a representation arrangements review (review of constituencies, boundaries, number of elected members, etc). The final proposal, as confirmed by the Local Government Commission determination, retains the existing number of councillors and constituencies but with some minor constituency boundary alterations to better reflect regional communities of interest.

The Northland Regional Council is divided into seven constituencies, these being:

Constituency	Members	Resident electors
Coastal Central	1	14,152
Coastal North	2	26,413
Coastal South	1	17,908
Hokianga-Kaikohe	1	9,811
Kaipara	1	11,781
Te Hiku	1	13,158
Whangarei Urban	2	28,117
	9	121,340

Number of electors as at 31 March 2019 based on 2016 constituencies

The Northland District Health Board's seven members are elected 'at large' from the Far North District, Whangarei District and Kaipara District Council areas.

Fact Sheet
Triennial Election
Far North District Council
12 October 2019

General

Triennial elections for elected members of all local authorities throughout New Zealand are to be conducted, by postal vote, on Saturday 12 October 2019.

The elections will be conducted under the provisions of the Local Electoral Act 2001 and the Local Electoral Regulations 2001 and will be undertaken by Election Services, under contract to Far North District Council.

Positions

Elections will be required for the following positions:

- mayor (elected 'at large')
- councillors (9)
    - Bay of Islands-Whangaroa Ward (4)
    - Kaikohe-Hokianga Ward (2)
    - Te Hiku Ward (3)
- community board members (19)
    - Bay of Islands-Whangaroa Community Board (7), made up of:
        - Kawakawa-Moerewa Subdivision (1)
        - Kerikeri Subdivision (3)
        - Paihia Subdivision (1)
        - Russell-Opua Subdivision (1)
        - Whangaroa Subdivision (1)
    - Kaikohe-Hokianga Community Board (6), made up of:
        - Kaikohe Subdivision (3)
        - North Hokianga Subdivision (1)
        - South Hokianga Subdivision (2)
    - Te Hiku Community Board (6), made up of:
        - Doubtless Bay Subdivision (1)
        - Kaitaia Subdivision (3)
        - North Cape Subdivision (1)
        - Whatuwhiwhi Subdivision (1)
- Northland Regional Council members (either 1 member from the Te Hiku Constituency, or 1 member from the Hokianga-Kaikohe Constituency, or 2 members from the Coastal North Constituency)
- Northland District Health Board members (7 members elected 'at large').

Nominations

Nominations for the above positions will open on **Friday 19 July 2019** and close at **noon** on **Friday 16 August 2019**.

Nomination papers will be available during this period from:

- Council's Main Office, 5 Memorial Avenue, Kaikohe;
- Kaitaia Service Centre, Te Ahu, corner Matthews Avenue and South Road, Kaitaia;
- Kerikeri Service Centre, John Butler Centre, 60 Kerikeri Road, Kerikeri;
- by accessing www.fndc.govt.nz
- by telephoning the electoral office on 0800 922 822.

To be eligible to stand for election, a candidate **must** be:

- a New Zealand citizen (by birth or citizenship ceremony); **and**
- enrolled as a Parliamentary elector (anywhere in New Zealand); **and**
- nominated by two electors whose names appear on the electoral roll within the respective area that a candidate is standing for.

Far North District Council
Te Kaunihera o Tai Tokerau ki te Raki

Electoral roll

Those eligible to vote in the election are all resident electors and non-resident ratepayer electors whose names appear on the electoral roll when it closes on Friday 16 August 2019. The preliminary electoral roll will be available for public inspection from Friday 19 July 2019 to Friday 16 August 2019 at the above locations.

Resident Roll: All parliamentary electors, including those on the Māori Electoral Roll, are automatically enrolled on the Resident Roll, at the address where they live.

Any alterations to the Resident Roll (e.g. change of address details, including new postal addresses) should be made by:

- completing the appropriate form at any post shop;
- phoning 0800 ENROLNOW (0800 367 656)
- accessing the Electoral Commission website on www.elections.org.nz

Ratepayer Roll: If a person is on the parliamentary roll in one area and pays rates on a property in another area, this person may be eligible to be enrolled on the non-resident ratepayer roll. A firm, company, corporation or society paying rates on a property may nominate one of its members or officers as a ratepayer elector (provided the nominated person resides outside the area). Ratepayer Roll enrolment forms are available at all council offices and service centres, or by phoning the electoral office on 0800 922 822.

Electoral system

The first past the post (FPP) electoral system will be used for all elections, except for the Northland District Health Board, which will use the single transferable voting (STV) electoral system.

Voting period

Voting documents will be sent to all eligible electors, by post, from **Friday 20 September 2019.**

The voting period is three weeks (**Friday 20 September 2019 to noon Saturday 12 October 2019**). Electors may post their completed voting documents back to the electoral officer using the orange pre-paid envelope sent with their voting document.

Polling places for the issuing of special voting documents and for the receiving of completed voting documents will be available from Friday 20 September 2019 to close of business on Friday 11 October 2019 at all Council offices.

On Saturday 12 October 2019, the issuing of special voting documents and the receiving of completed voting documents will be available at Council's Kaitaia, Kerikeri and Kaikohe offices only.

To be counted, all completed voting documents must be in the hands of the electoral officer or an electoral official by **noon Saturday 12 October 2019.**

Progress results will be known early afternoon on Saturday 12 October 2019 and preliminary results will be known on Sunday morning, 13 October 2019. These will be accessible on council's website: www.fndc.govt.nz

Contact us

For further information regarding this election, please contact the electoral office:

election services

Dale Ofsoske, Electoral Officer
Far North District Council
C/o PO Box 5135, Wellesley Street,
Auckland 1141
Email: info@electionservices.co.nz
Phone: 0800 922 822

Timetable
Triennial Election
Far North District Council
12 October 2019

Saturday 12 October 2019

Saturday 2 March - Tuesday 30 April 2019	Ratepayer roll enrolment confirmation forms sent [Reg 16, LER]
Saturday 2 March - Saturday 6 July 2019	Preparation of ratepayer roll [Reg 10, LER]
May 2019	National ratepayer roll qualifications and procedures campaign [Sec 39, LEA]
Monday 1 July 2019	Electoral Commission's enrolment update campaign commences
Wednesday 17 July 2019	Public notice of election, calling for nominations, rolls open for inspection [Sec 42, 52, 53, LEA]
Friday 19 July 2019	**Nominations open / roll open for inspection** [Sec 42, LEA]
Friday 16 August 2019	**Nominations close (12 noon) / roll closes** [Sec 5, 42, 55 LEA, Reg 21, LER]
Wednesday 21 August 2019	Public notice of day of election, candidates' names [Sec 65, LEA]
by Monday 16 September 2019	Electoral officer certifies final electoral roll [Sec 51, LEA, Reg 22, LER]
Friday 20 September - Wednesday 25 September 2019	**Delivery of voting documents** [Reg 51, LER]
Friday 20 September - Saturday 12 October 2019	Progressive roll scrutiny [Sec 83, LEA] Special voting period [Sec 5 LEA, Reg 35, LER] Early processing period [Sec 80, LEA]
by Friday 11 October 2019	Appointment of scrutineers (12 noon) [Sec 68, LEA]
Saturday 12 October 2019	**Election day** [Sec 10, LEA] Close of voting (12 noon) [Sec 84, LEA] Progress and preliminary results available as soon as practicable after close of voting [Sec 85, LEA]
Saturday 12 October (pm) - Thursday 17 October 2019	Official count [Sec 84, LEA]
Thursday 17 October - Wednesday 23 October 2019	Declaration of result/public notice of declaration [Sec 86, LEA]
by Friday 13 December 2019	Return of electoral donations & expenses form [Sec 112A, LEA]

LEA = Local Electoral Act 2001
LER = Local Electoral Regulations 2001

Far North District Council
Te Kaunihera o Tai Tokerau ki te Raki

Electoral principles

Key message

The electoral principles contained in section 4 of the Local Electoral Act 2001 are outlined below for candidate information. These principles must be taken into account in the conduct of any election or poll.

Principles

(1) The principles that this Act is designed to implement are the following:

a. fair and effective representation for individuals and communities

b. all qualified persons have a reasonable and equal opportunity to:

i. cast an informed vote;

ii. nominate 1 or more candidates;

iii. accept nomination as a candidate.

c. public confidence in, and public understanding of, local electoral processes through:

i. the provision of a regular election cycle;

ii. the provision of elections that are managed independently from the elected body;

iii. protection of the freedom of choice of voters and the secrecy of the vote;

iv. the provision of transparent electoral systems and voting methods and the adoption of procedures that produce certainty in electoral outcomes;

v. the provision of impartial mechanisms for resolving disputed elections and polls.

(2) Local authorities, electoral officers, and other electoral officials must, in making decisions under this Act or any other enactment, take into account those principles specified in subsection (1) that are applicable (if any), so far as is practicable in the circumstances.

(3) This section does not override any other provision in this Act or any other enactment.

Electoral legislation

Key message

All local government elections are required to be conducted strictly following legislation.

Legislation to be followed

- Local Electoral Act 2001
- Local Electoral Regulations 2001
- Local Government Act 2002
- Local Authorities (Members' Interests) Act 1968

In addition, all district health board elections are subject to the following legislation:

- New Zealand Public Health and Disability Act 2000
- Crown Entities Act 2004

Full copies of the above legislation are available online at www.legislation.govt.nz

Electoral systems

Key message

Two electoral systems will be operating side by side for the 2019 elections, these being:

- First Past the Post (FPP)
- Single Transferable Voting (STV)

Organisations using the FPP electoral system are:

- Far North District Council
- Northland Regional Council

Organisations using the STV electoral system are:

- Northland District Health Board

Understanding FPP

When you vote in an FFP election, you tick the name of the candidates(s) you most prefer, up to the number of vacancies.

When the votes are counted, the candidates(s) with the most votes is/are elected.

If there is one vacancy, you can vote for one candidate.

If there are three vacancies, you can vote for up to three candidates.

Understanding STV

For information on understanding how the STV electoral system works, refer to the Department of Internal Affairs website www.stv.govt.nz

A comprehensive explanation on the New Zealand method of counting STV votes is found in Schedule 1A, Local Electoral Regulations 2001.

Briefly, the STV electoral system consists of the following:

- voters receive a single (transferable) vote no matter whether there is one vacancy or several;
- voters rank the candidates in order of preference. "1" next to the name of the candidate most preferred, "2" next to the name of the candidate next preferred and so on;
- when votes are counted, all the first preferences are allocated first. To be elected, a candidate must reach a "quota" of votes, which is based on the number of vacancies and the number of valid votes;
- a candidate who reaches the quota is elected. If there is more than one vacancy and a candidate gets more votes than the quota, a proportion of each vote for that candidate is transferred to the voter's second preference. If, as a result, another candidate gets more votes than the quota, a proportion is transferred to third preferences, and so on;
- if insufficient candidates reach the quota after the first preferences are allocated and after any surplus votes are transferred, then the candidate who received the fewest votes is eliminated and each vote for that candidate is transferred to the voter's second preference. This process is repeated until enough candidates reach the quota to fill all the vacancies.

Candidate eligibility

Key message

A candidate for Far North District Council must be:

- a New Zealand citizen; and
- a parliamentary elector (anywhere in New Zealand); [Section 25, Local Electoral Act 2001]
- nominated by two electors whose names appear on the electoral roll for the district or subdivision of the district.

Candidate restrictions

Restrictions on a candidate for Far North District Council are:

- a candidate may seek nomination for mayor, council and community board but if elected to the council and a community board, the council position is filled and the community board position is vacated (with the next highest polling candidate elected).
- a candidate may seek nomination for mayor, council and community board but cannot also seek nomination for the Northland Regional Council i.e. a candidate may stand for Far North District Council or the Northland Regional Council, but not both.
  [Section 58 Local Electoral Act 2001].
- a candidate may seek nomination for one ward only (not multiple wards).
- a candidate seeking nomination to a community board where the community board is subdivided for electoral purposes, can only be nominated to one subdivision of that community board.
- a candidate for mayor, council or community board (or candidate's spouse) cannot be a person concerned or interested in contracts over $25,000 with the Far North District Council [Section 3(1) Local Authorities (Members' Interests) Act 1968]. This restriction may be waived, and it is recommended that advice from Audit New Zealand is sought.
- an employee of the Far North District Council who is elected as mayor or councillor must resign from their position as an employee of Far North District Council before taking up their position. An employee will need to alert their manager of the intention to stand for office prior to any nomination being lodged. This does not apply to an employee being elected to a community board.
  [Section 41(5) Local Government Act 2002].

District health board

A candidate for a district health board must be:

- a New Zealand citizen; and
- a parliamentary elector (anywhere in New Zealand); and
- not disqualified by clause 17, Schedule 2, New Zealand Public Health and Disability Act 2000 (see below).

Restrictions on a candidate for a district health board:

- a person cannot be a candidate for more than one district health board. (If a person is nominated for more than one district health board, all nominations are void).

- clause 17, Schedule 2, New Zealand Public Health and Disability Act 2000 states:

"Certain persons disqualified from membership

(1) None of the following persons may be elected or appointed as a member of a board, or appointed as a member of a board committee, of a District Health Board:

a. a person described in section 30(2)(a) to (f) of the Crown Entities Act 2004;

b. a person who has, since the date on which members of boards elected at the immediately preceding triennial general election came into office, been removed as a member of a board for any reason specified in clause 9(c) or (e) of Schedule 3;

c. a person who has failed to declare a material conflict of interest before accepting nomination as candidate for an election of a District Health Board held in conjunction with the immediately preceding triennial general election."

(2) In addition to the grounds specified in subclause (1), a person may not be elected as a member of a board if that person is incapable of being elected as a member of a local authority because of section 25 of the Local Electoral Act 2001.

(3) However, subclause (1)(a) does not disqualify a person described in section 30(2)(f) of that Act who is elected (rather than appointed) to office as a member under any other Act.

Section 30 (2) (a) to (f) of the Crown Entities Act 2004 states:

(2) The following persons are disqualified from being members:

a. a person who is an undischarged bankrupt;

b. a person who is prohibited from being a director or promoter of, or being concerned or taking part in the management of an incorporated or unincorporated body under the Companies Act 1993, or the Securities Act 1978, or the Securities Markets Act 1988, or the Takeovers Act 1993;

c. a person who is subject to a property order under the Protection of Personal and Property Rights Act 1988;

d. a person in respect of whom a personal order has been made under that Act that reflects adversely on the person's;

i. competence to manage their own affairs in relation to their property; or

ii. capacity to make or to communicate decisions relating to any particular aspect or aspects of their personal care and welfare;

e. a person who has been convicted of an offence punishable by imprisonment for a term of 2 years or more, or who has been sentenced to imprisonment for any other offence, unless that person has obtained a pardon, served the sentence, or otherwise suffered the penalty imposed on the person;

f. member of Parliament.

Nominations

Key message

Nominations open on Friday 19 July 2019 and close at 12 noon, Friday 16 August 2019.

Availability of nomination papers

A public notice calling for nominations will appear in and the Northern News on Wednesday 17 July 2019 and the Northern Age on Thursday 18 July 2019.

Each nomination must be made on the appropriate official nomination paper. A separate nomination paper is required for or position and these are available from 19 July 2019 from:

- Council's Main Office,
  Memorial Avenue, Kaikohe;
- Kaitaia Service Centre, Te Ahu, corner Matthews Avenue and South Road, Kaitaia;
- Kerikeri Service Centre, Kerikeri Road, Kerikeri;
- by telephoning 0800 922 822;
- by accessing www.fndc.govt.nz

Nomination papers for the Northland Regional Council are also available from 19 July 2019 from:

- Northland Regional Council offices:
  - 36 Water Street, Far North;
  - 42 Hokianga Road, Dargaville;
  - 192 Commerce Street, Kaitaia;
  - Shop 9, 12 Klinac Lane, Waipapa;
- by telephoning 0800 922 822;
- by accessing www.nrc.govt.nz

Nomination papers for the Northland District Health Board are also available from 19 July 2019:

- Northland District Health Board, Board Secretary, Tohara House, Far North Hospital, Maunu Road, Far North);
- by telephoning 0800 922 822;
- by accessing www.northlanddhb.org.nz

Candidate profile statement

Every candidate may provide the electoral officer with a candidate profile statement with their nomination. This statement must not exceed 150 words and can contain information about the candidate, their qualifications and skills applicable to the position for which they are standing and their policies/intentions if elected to office.

The candidate profile statement must be true and accurate and the electoral officer is not required to verify or investigate any information included in this statement.

The profile may include a recent passport-sized colour photograph.

The candidate profile statement and colour photo are required to be submitted in hardcopy, not electronically (except where information in another language is provided).

Candidate profile statements will be printed in plain text, without formatting ie:

- no bullet points;
- no bold or underlining;
- no italics;
- no quote marks.

These will be included with the voting document sent to each elector by the electoral officer, as well as being placed on the council's website.

Note that any spelling or grammatical errors will not be corrected, and candidates are therefore reminded to check their candidate profile statement prior to submitting their nomination.

The candidate profile statement may be in English or Māori or both (maximum 150 words in either language) or in any other language (not exceeding 150 words in total). Should all or part of a candidate profile statement be provided in a language other than English or Māori, it is required that this be provided in an electronic graphic file.

If submitting an electronic graphic file containing other languages, the specifications (from the printer) are: all translations must be supplied as a single image. If there is more than one language translated, then these are to be all supplied together in a single image.

The image file to be supplied must meet the following criteria:

- PNG format;
- black and white;
- 600 dpi;
- maximum file size 400kB;
- the image being 1300 pixels high and 2000 pixels wide.

The following contact details are given for a translation company, for those candidates who are unable to prepare the translation image themselves or do not know of anyone to do this for them:

Pacific International Translations (NZ) Ltd
Level 4, City Fitness Building, 203 Queen Street, Auckland 1010.
PO Box 7067, Wellesley Street, Auckland 1141
Phone: 0508 872675
Email: info@pactranz.com
Web: www.pactranz.com

Candidates are also required to submit with their candidate profile statement the following information:

i. whether or not the candidate's principal place of residence (where the candidate is registered as a parliamentary elector) is/is not in the area (e.g. ward) the candidate is seeking election for [Section 61(2)(ca) Local Electoral Act 2001]; and

ii. each position the candidate is seeking election for (e.g. council and district health board) [Section 61(2)(cb) Local Electoral Act 2001].

Section 61 of the Local Electoral Act 2001 states the following:

(1) Every candidate may, provide to the electoral officer a candidate profile statement that complies with subsection (2) and, if applicable, subsection (3).

(2) A candidate profile statement -

a. if -

i. in English or Māori or both, must not exceed 150 words in each of the languages used in the statement;

ii. in a language other than English or Māori, must not exceed 150 words, or the equivalent, if the language uses symbols rather than words (including any translation of those words into another language provided by the candidate); and

b. must be provided to the electoral officer together with the nomination paper and other things referred to in section 55(2)(f); and

c. must be confined to information concerning the candidate (including any group or organisation with which the candidate claims under section 55(4) to be affiliated, or their status as an independent candidate, and the candidate's contact details), and the candidate's policies and intentions if elected to office; and

ca. must state whether or not the candidate's principal place of residence, being the address in respect of which the candidate is registered as a parliamentary elector, is in the local government area for which the candidate seeks election (for example, either "My principal place of residence is in the Lambton Ward" or "My principal place of residence is not in the Lambton Ward"); and

cb. if the candidate is seeking election to any other positions in elections to which this Act applies (under section 7), must specify each position and state that the candidate is seeking to be elected to the positions; and

d. must comply with any prescribed requirements; and

e. may include a recent photograph of the candidate alone.

(2A) The information required by subsection (2)(ca) and (cb) does not count for the purposes of the word limit under subsection (2)(a).

(3) If a candidate profile 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.

(4) If the electoral officer is not satisfied that a candidate profile statement complies with subsection (2) or, if applicable, subsection (3), the electoral officer must, as soon as

practicable, return the statement to the candidate and must—

a. specify the concerns of the electoral officer and the reasons for those concerns; and

b. unless the candidate profile statement does not comply with subsection (2)(b), specify a period, which must not be less than 3 days from the date of return of the statement, during which the candidate may submit an amended candidate profile statement to the electoral officer.

(5) A candidate is to be treated as having failed to provide a candidate profile statement, if subsection (4)(b) applies to the candidate and the candidate—

a. fails to submit an amended candidate profile statement within the period specified in subsection (4)(b); or

b. submits an amended candidate profile statement that, in the opinion of the electoral officer, does not comply with subsection (2) or, if applicable, subsection (3).

(6) An electoral officer -

a. is not required to verify or investigate any information included in a candidate profile statement;

b. may include, in or with any candidate profile statement that is published, displayed, or distributed, any disclaimer concerning the accuracy of the information contained in the statement that the electoral officer considers appropriate;

c. is not liable in respect of -

i. any statement contained in or omitted from the candidate profile statement or the work of a translator prudently selected by the electoral officer; or

ii. the exercise of the powers and functions conferred on the electoral officer by this section.

District health board conflict of interest statements

All district health board nominations must be accompanied by a statement completed by the candidate that discloses any conflicts of interest that the candidate has with the district health board at the time of nomination or any conflicts of interest the candidate believes are likely to arise in the future or otherwise states that the candidate has no such conflicts presently (or any likely to arise in the future).

The conflict of interest statement is required to be included with the voting document sent to each elector by the electoral officer.

Clause 6, Schedule 2 of the New Zealand Public Health and Disability Act 2000 states the following:

Candidate to declare conflicts of interest

When a candidate gives the responsible electoral officer notice of the candidate's consent to being nominated as a candidate, the candidate must also give the electoral officer a statement completed by the candidate in good faith that –

a. discloses any conflicts of interest that the candidate has with the District Health Board as at the date of the candidate's notice of consent, or states that the candidate has no such conflicts of interest as at that date; and

b. discloses any such conflicts of interest that the candidate believes are likely to arise in future, or states that the candidate does not believe that any such conflicts of interest are likely to arise in the future.

Completion of nomination paper

Each nomination paper must have the consent of the candidate and be nominated by two electors whose names appear on the electoral roll for the district or subdivision of the district (e.g. if a person wishes to stand for election to a specific ward, then that person must be nominated by two electors from the specific ward).

If a candidate is unable to sign the nomination paper (e.g. absent overseas), a letter of consent signed by the candidate is acceptable to attach to the nomination paper.

If a candidate is commonly known in the community by a slightly different name (e.g. Edward Smith is commonly known as Ted Smith) and has been known by this name for at least the last six months (to the satisfaction of the electoral officer), the commonly known name may appear on the voting document.

Once lodged, a nomination paper is available for public inspection at the electoral office. Candidate details not identified as confidential (e.g. mobile phone number) are made available to the media, placed on websites etc.

Affiliation

The nomination paper provides for a candidate to have an affiliation. An affiliation is described in section 57(3) of the Local Electoral Act 2001 as 'an endorsement by any organisation or group (whether incorporated or unincorporated).'

Individual candidates, not part of an organisation or group, may wish to nominate their affiliation as 'Independent' or leave as blank (if left blank, nothing will show alongside the name on the voting document).

A candidate claiming a specific affiliation must supply with their nomination paper an authority to adopt the affiliation for the organisation or group concerned (i.e. letter of consent to use the affiliation from the organisation or group). This is a safety measure to avoid any illegal adoption of affiliations.

Affiliations that will not be accepted are ones:

- that might cause offence or;
- are likely to confuse or mislead electors or;
- are election slogans rather than the name of an organisation or group.

Should an affiliation be rejected for any of the above reasons, section 57(3) of the Local Electoral Act 2001 sets out a process for the electoral officer and candidate to follow. Should agreement not be reached, no affiliation will appear on voting documents.

Affiliations are not able to be 'pre-registered' with the electoral officer, before a nomination is lodged.

Return of nomination paper

Completed nomination papers can be lodged at the:

- Council's Main Office,
  5 Memorial Avenue, Kaikohe;
- Kaitaia Service Centre, Te Ahu, corner
  Matthews Avenue and South Road, Kaitaia;
- Kerikeri Service Centre,
  60 Kerikeri Road, Kerikeri.

or posted to:

The Electoral Officer
Far North District Council
C/- Independent Election Services Ltd
PO Box 5135
Wellesley Street
Auckland 1141

in time to be received no later than noon, Friday 16 August 2019.

All nomination material:

- nomination paper;
- candidate profile statement [if provided];
- photograph [if provided];
- nomination deposit [or proof of payment if bank transfer is made];
- evidence of NZ citizenship;
- letter endorsing affiliation [if applicable];

is required to be lodged together.
[Section 55(2)(f) Local Electoral Act 2001].

A receipt will be issued to acknowledge that a nomination has been received. This receipt does not constitute an acknowledgment that the nomination paper is in order.

Once lodged, nomination papers are checked to ensure the candidate's name appears on the Parliamentary Roll and the nominators are two electors whose names appear on the electoral roll for the district or subdivision of the district (e.g. ward). Each nomination paper lodged requires a deposit of $200 (inclusive of GST). This is refunded if the candidate polls greater than 25% of the lowest successful candidate (for FPP elections) or greater than 25% of the final quota as determined at the last iteration (for STV elections).

Payment of the nomination deposit can be made by electronic bank transfer, eftpos, or cash. Evidence of an electronic bank transfer will be required to accompany the nomination.

Electronic bank payment details are:

Account name: Independent Election Services Ltd
Bank: ANZ
Account number: 01 0102 0437238 01
Particulars: your initials and surname
Code: FNDC
Reference: Nomination

Cheques will be accepted but not preferred (should they be dishonoured and the nomination becomes invalidated).

Should a cheque payment be made, cheques should be payable to: Independent Election Services Ltd.

The lodgement of nomination papers should not be left to the last minute. Should a nomination paper be lodged late on the morning nominations close, and be incorrectly completed or ineligible nominators are provided, (i.e. nominations are not on roll in the area a candidate is standing for.) there may be insufficient time to correct the situation and the nomination paper could be invalidated.

Please do not leave lodging your nomination to the last minute.

Nominations can be returned by mail, but should these be received by the electoral officer or electoral official after the close of nominations, the nomination is invalid.

Cancellation of nomination

A candidate is able to withdraw their nomination up until the close of nominations (noon, Friday 16 August 2019). After the close of nominations, a candidate is not able to withdraw their nomination. [Section 69, Local Electoral Act 2001].

However, should a candidate become incapacitated after the close of nominations but before the close of voting, application may be made for the cancellation of the nomination of a candidate.

'Incapacitated' means that a candidate, because they are suffering from a serious illness or have sustained a serious injury, would be unlikely to be capable of performing the functions and duties of office if elected to office. [Section 69(7) Local Electoral Act 2001].

An application for the cancellation of the nomination of a candidate must be made to the electoral officer by submitting a prescribed form (available from the electoral office) together with a medical certificate.

Candidate information briefings

Key message

People interested in standing for election are invited to attend a candidate information briefing to hear about the electoral process (the do's and don'ts), responsibilities and expectations if elected etc.

Briefing dates

Thursday 1 August 2019, 5:30pm - 7:00pm
Northland Regional Council
Klinac Lane, Waipapa

Saturday 3 August 2019, 10:00am - 11:30am
Te Ahu Centre, Banquet Hall
Cnr Matthews Avenue & South Road, Kaitaia

Saturday 3 August 2019, 1:30pm - 3:00pm
Far North District Council, Council Chamber, 5 Memorial Avenue, Kaikohe

The candidate information briefings are held in conjunction with the Northland Regional Council and provide an opportunity for those members of the public who are considering standing for office to find out:

- how the organisations are structured
- the skills required, the role and responsibilities of elected representatives
- matters pertaining to the elections (eligibility, nominations, timetable, induction process and remuneration).

Registration to attend is not required.

Campaigning

Key message

Election campaigning can commence anytime and may continue up to and including election day. However there are certain constraints candidates need to be aware of.

Election signs are able to be displayed two months before election day (from 12 August) but must be removed by midnight Friday 11 October 2019.

Election signs are permitted on council streets and roads but not on street furniture, bus shelters, public toilets, power, light or telephone poles and parks and reserves.

All signs must be erected in a stable fashion, not being a hazard to public or traffic safety. Council policy on election signs is detailed on page 29 of this handbook.

Campaigning

Election material cannot contain:

- any untrue statement defamatory of any candidate (e.g. under the Defamation Act 1992);

- an imitation voting document which has the names of the candidates with any direction or indication as to the candidate a person should vote for, or in any way contains such direction or indication likely to influence the voter.

Voting documents should not be collected from electors by candidates or their assistants. Each elector should post or deliver their own voting document to the electoral officer. This also applies to rest homes and hospitals - voting documents should not be collected from elderly or infirm electors by candidates or their assistants.

Use of council resources

Candidates are not permitted to use council resources for campaigning purposes. Council resources include, but are not limited to, the council's logo, crest or branding, website, Facebook page, Twitter account, any other forms of social media, tablets, computers, ipads, email, mobile phones, faxes, stationery, photocopiers, printers, stamps, cars, meeting rooms and venues (except those available for public hire). This applies to either sitting members, council staff or other candidates in any context that could reasonably be construed as campaigning for elections.

Social media

Social media can be a useful tool for candidates for campaigning purposes and electioneering. Candidates should however be aware of any council social media guidelines for candidates and should comply with these at all times.

Council's social media channels are council resources and must remain politically neutral at all times. Council will promote elections and the importance of voting but will not associate these posts with any candidates.

Council social media accounts will not follow any candidates. This may result in your account being unfollowed.

Council's social media accounts are not permitted to be used as a communications channel by anyone (candidates or members of the public) for promotion, electioneering or campaigning. This also applies to all social media accounts owned by council-controlled organisations.

Candidates should not post on council's social media channels, nor should they comment on, share or otherwise use council social media channels for electioneering. You may not rate, review, check-in or tag the council's social media channels in your own posts or comments.

Council's social media accounts are constantly monitored, and any campaign related or electioneering content, (including posts related to nominations and candidacy), will be removed immediately.

Candidates should be aware that election advertising, using any media, including on social media, must identify the true name of the person under whose authority they have been produced and the physical address (not a PO Box) of the person under whose authority they have been produced [Section 113, Local Electoral Act 2001]. This may be details of the candidate or their agent, and may be included on a profile picture, or within the bio section of a page.

For example: 'All content/images contained on this social media page/channel are authorised by [name], [physical address]'.

Offences

Candidates should be aware that 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 that elector as to how they should vote. Candidates and their assistants should be mindful of this particularly if campaigning occurs in rest homes or hospitals.

Election offences are detailed for your information on page 39 of this handbook. Please refer to them for your own protection.

Election advertising

Election advertising, using any media, must show an authorisation statement. This statement must include:

- the true name of the person under whose authority they have been produced; and
- the physical address (not a PO Box) of the person whose authority they have been produced. [Section 113, Local Electoral Act].

This includes election advertising on signs, in newspapers, on flyers and posters, on a vehicle and on election websites.

Relevant criteria as contained in the Local Electoral Act 2001 are:

113 Advertisements for candidates

(1) No person may publish or cause to be published in any newspaper, periodical, notice, poster, pamphlet, handbill, billboard, or card, or broadcast or permit to be broadcast over any radio or television station, any advertisement that is used or appears to be used to promote or procure the election of a candidate at an election, unless subsection (2) or subsection (4) applies.

(2) A person may publish or cause or permit to be published an advertisement of the kind described in subsection (1) if -

a. the publication of that advertisement is authorised in writing by the candidate or the candidate's agent or, in the case of an advertisement relating to more than 1 candidate, the candidates or an agent acting for all of those candidates; and

b. the advertisement contains a statement setting out the true name of the person or persons for whom or at whose direction it is published and the address of their place of residence or business.

(3) A candidate is not responsible for an act committed by an agent without the consent or connivance of the candidate.

(4) A person may publish or cause to be published an advertisement of the kind described in subsection (1) if -

a. the publication of the advertisement is endorsed by an organisation or body representing residents or ratepayers in the community or district in which the advertisement is published; and

b. the advertisement contains a statement setting out -

i. the true name of the person or persons for whom or at whose direction it is published and the address of their residence or place of business; and

ii. the true name of the organisation or body that has endorsed the publication of the advertisement and the address of the place of business of that organisation or body.

(5) This section does not restrict the publication of any news or comments relating to an election in a newspaper or other periodical, or on the Internet, or in any other medium of electronic communication accessible by the public, or in a radio or television broadcast made by a broadcaster within the meaning of section 2 of the Broadcasting Act 1989.

(6) A person who willfully contravenes subsection (1) commits an offence and is liable on conviction to a fine not exceeding $1,000.

Electoral donations and expenses

Key message

Candidates need to be aware to keep a record of all donations received and expenses incurred in their election campaign. Election expenditure limits will apply, these depending on the population size of the area of the election the candidate is standing for.

Every candidate must, by law, complete an Electoral Donations and Expenses Return declaring all donations and expenses and forwarded to the electoral office by Friday 13 December 2019.

Note: A return must be completed by candidates even with nil donations and expenses.

Electoral expenses

Candidates should be aware that candidate campaign expenditure limits are applicable. This means a limit has been placed on how much a candidate may spend on their campaign, and this includes donations and joint campaigning. The maximum amount spent must not exceed the limits set out below where the election covers a population range as detailed:

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 -1,000,000	$70,000
1,000,000 or more	$100,000*

* Plus 50 cents for each elector

[NOTE: Expenditure limits are inclusive of GST].

Electoral expenses are defined as relating to electoral activity which can comprise advertising, broadcasting or communicating material to the public (electronically or otherwise). These electoral expenses are generally funded by the candidate and are not reimbursable from the organisation the candidate is standing for.

If a candidate is standing for more than one position (e.g. mayor and council) then the higher limit applies (not both combined).

The population distribution for Far North District Council (population estimates as at 30 June 2018) is:

Ward	Community boards and subdivisions	Population
Bay of Islands-Whangaroa		29,300
	Kawakawa-Moerewa Subdivision	4,230
	Kerikeri Subdivision	12,550
	Paihia Subdivision	4,360
	Russell-Opua Subdivision	3,850
	Whangaroa Subdivision	4,260
Kaikohe-Hokianga		14,950
	Kaikohe Subdivision	7,950
	North Hokianga Subdivision	2,280
	South Hokianga Subdivision	4,700
Te Hiku		20,200
	Doubtless Bay Subdivision	3,460
	Kaitaia Subdivision	10,450
	North Cape Subdivision	3,100
	Whatuwhiwhi Subdivision	3,210
		64,400

source: Statistics New Zealand as at 30 June 2018

The expenditure limit for the mayor is $40,000 (including GST), based on 64,400 population (as at 30 June 2018).

The period for which campaign expenditure limits apply is three months before election day (i.e. 12 July 2019 to 12 October 2019).

However legislation further specifies that all expenses incurred before the three month period for campaign expenditure and used during the three month period, must be fairly apportioned and included in the Return of Electoral Donations and Expenses.

Where an electoral expense relates to more than one candidate, an equitable apportionment between candidates is required.

Nomination deposits, voluntary labour and election sign framework are not electoral expenses and therefore should not be included in the Return of Electoral Donations and Expenses.

Electoral donations

a. Candidate donations

A candidate donation is a donation of money, goods or services that is made for use in the candidate's campaign.

Candidate donations, and contributions to donations, of more than $1,500 (inc GST) are required to be declared in the candidate return of donations and expenses. A series of donations made by one person that adds up to more than $1,500 must also be declared.

A candidate donation includes:

- where a candidate is provided with goods or services free of charge that have a reasonable market value greater than $300;
- where a candidate is provided with discounted goods or services and the reasonable market value of the goods or services is greater than $300, the difference between the contract or agreed price and the reasonable market value of those goods and services is a donation;
- where a candidate sells over-valued goods or services the difference between the price paid and the reasonable market value is a donation, for example a fundraising auction or dinner.

The following are not deemed a donation:

- volunteer labour;
- goods or services provided free of charge to a candidate, or to any person on the candidate's behalf that have a reasonable market value of $300 or less; or
- money provided by the candidate for their own campaign.

If a person or organisation gives or pays for goods or services that would otherwise be candidate election expenses, the reasonable market value of those items, whatever their value, should be recorded as an election expense. If the reasonable market value of the items exceeds $300 it should also be recorded as a donation.

b. Donations made up of contributions

Donations to candidates can be made up of pooled funds contributed by more than one person (referred to as donations funded from contributions). These types of donations include, for example, campaign donations made through a trust, or where there is a fundraising collection for a candidate's campaign.

The total proceeds of a collection are treated as a donation. The person who collects the money will normally be the donor. The individuals who contribute to the collection are contributors.

If a candidate donation, other than an anonymous donation, is made up of contributions, the transmitter or donor must tell the candidate:

- the name and address of the donor;
- whether the donation is made up of contributions;
- the total amount of individual contributions of $1,500 or less; and

- in the case of individual contributions greater than $1,500, the name, address, and contribution of each contributor.

If the candidate knows, or has reasonable grounds to believe, that the donor has failed to supply information about contributions, the whole donation must be returned to the donor.

c. Transmitted donations

A donation can be made either directly by the donor to the candidate or indirectly by a transmitter who transmits a donation to the candidate on someone else's behalf, for example via a lawyer's trust fund. Any person who receives a candidate donation on the candidate's behalf must transmit it to the candidate within 10 working days.

When transmitting a donation, the transmitter must tell the candidate:

- that the donation is being transmitted on behalf of a donor;
- the name and address of the donor;
- whether the donation is made up of contributions;
- the total amount of contributions of $1,500 or less; and
- in the case of contributions greater than $1,500, the name, address, and contribution of each contributor.

Where a transmitter does not disclose the name and address of the donor, the donation must be treated as an anonymous donation.

d. Anonymous donations

Candidates are not permitted to retain anonymous donations exceeding $1,500. An anonymous donation is a donation made in such a way that the candidate who receives the donation does not know the identity of the donor and could not, in the circumstances, reasonably be expected to know the identity of the donor.

If a candidate receives an anonymous donation greater than $1,500, they may retain $1,500 of that donation. The balance of the donation must, within 20 working days of receipt, be paid to the electoral officer for payment into the general fund of the local authority.

Return of Electoral Donations and Expenses

A Return of Electoral Donations and Expenses form (a copy of this is located at the rear of this handbook) is required to be supplied to the electoral officer within 55 days after the official declaration (by 13 December 2019). This can be supplied to the electoral officer within 76 days after the official declaration if a candidate is overseas when successful candidates are declared elected.

The Return of Electoral Donations and Expenses must set out —

- the details of every electoral donation received by the candidate that, either on its own or when aggregated with all other donations made by or on behalf of the same donor for use in the same campaign, exceeds $1,500 in sum or value; and
- the details in respect of every anonymous electoral donation received by the candidate that exceeds $1,500; and
- details of the candidate's electoral expenses.

The details of every electoral donation are -

- the name of the donor; and
- the address of the donor; and
- the amount of the donation or in the case of aggregated donations, the total amount of the donations; and
- the date the donation was received or, in the case of aggregated donations, the date that each donation was received.

The details of every anonymous donation exceeding $1,500 are —

- the date the donation was received; and
- the amount of the donation; and
- the amount paid to the electoral officer and the date the payment was made.

With respect to electoral expenses, the return must set out separately the name and description of every person or body of persons to whom or which any sum was paid, and the reason for which it was paid. Sums paid in excess of $200 (GST inclusive) must be vouched by an invoice or a bill and a receipt.

Candidates are advised to retain all invoices and receipts relating to electoral expenses should these be required in the event of a challenge. They should not be submitted with the return.

Once the Return of Electoral Donations and Expenses forms have been received by the electoral officer they become public documents and are to be kept for a public inspection period of seven years. During this period, the returns:

- are placed on council's website;
- can be inspected by any person;
- copies can be made available if requested.

This is a requirement under section 112F of the Local Electoral Act 2001.

Relevant legislation

Relevant definitions as contained in the Local Electoral Act 2001 are:

Subpart 1—Electoral donations

103A Interpretation:

In this subpart and subpart 3, unless the context otherwise requires,—

anonymous, in relation to an electoral donation, means a donation that is made in such a way that the candidate who receives the donation—

a. does not know the identity of the donor; and

b. could not, in the circumstances, reasonably be expected to know the identity of the donor

contribution means any thing (being money or the equivalent of money or goods or services or a combination of those things) that makes up a donation or is included in a donation or has been used to wholly or partly fund a donation, and that—

a. does not know the identity of the donor; and

i. to the donor; or

ii. to a person who was required or expected to pass on all or any of its amount or value to the donor, whether directly or indirectly (for example, through one or more intermediaries, trustees, or nominees); and

b. would have been a donation if it had been given directly to the candidate; and

c. was given in the knowledge or expectation (whether by reference to a trust, an agreement, or an understanding) that it would be wholly or partly applied to make up, or to be included in, or to fund, a donation

contributor means a person who makes a contribution and who immediately before making the contribution—

a. beneficially holds any money, or the equivalent of money, or any goods that make up the contribution or are included in the contribution; or

b. provides any services that make up the contribution or are included in the contribution or pays for those services out of money that the person beneficially holds

donation funded from contributions means a donation that is made up of, includes, or is wholly or partly funded from one or more contributions

donor means a person who makes an electoral donation

electoral donation or donation means a donation (whether of money or of the equivalent of money or of goods or services or of a combination of those things) that is made to a candidate, or to any person on the candidate's behalf, for use in the candidate's campaign for election and—

a. includes,—

i. where goods or services are provided to a candidate, or to any person on the candidate's behalf, under a contract or an arrangement at a value that is less than their reasonable market value, the latter being a value that exceeds $300, the amount of the difference between the former value and the reasonable market value of those goods or services; and

ii. where goods or services are provided by a candidate under a contract or an arrangement at a value that is more than their reasonable market value, the amount of the difference between that value and the reasonable market value of those goods or services; and

b. excludes—

i. where goods or services are provided by a candidate under a contract or an arrangement at a value that is more than their reasonable market value, the amount of the difference between that value and the reasonable market value of those goods or services; and

ii. where goods or services are provided to a candidate, or to any person on the candidate's behalf, under a contract or an arrangement at a value that is less than their reasonable market value, the latter being a value that exceeds $300, the amount of the difference between the former value and the reasonable market value of those goods or services; and

receive, in relation to a donation, means to get a donation that has been given or sent by—

c. the donor directly; or

d. the donor indirectly, via a transmitter

transmitter means a person to whom a donor gives or sends a donation for transmittal to a candidate.

103B Donations and contributions include GST

All references to the amount or value of a donation or contribution are inclusive of any goods and services tax incurred by the donor or contributor in respect of the goods or services donated or contributed.

103C Donations to be transmitted to candidate

Every person, other than a candidate, to whom an electoral donation is given or sent must, within 10 working days after receiving the donation, transmit the donation to the candidate.

103D Contributors to be identified

Every person, other than a candidate, to whom an electoral donation is given or sent must, within 10 working days after receiving the donation, transmit the donation to the candidate.

(1) This section applies to a donation (other than an anonymous donation) that is made up of, includes, or is wholly or partly funded from one or more contributions.

(2) If this section applies to a donation, the donor must, at the time of making the donation, disclose—

a. the fact that the donation is funded from contributions; and

b. the following information about any contribution that, either on its own or when aggregated with other contributions made by the same contributor to the donation, exceeds $1,500 in sum or value:

i. the name of the contributor; and

ii. the address of the contributor; and

iii. the amount of the contribution or, in the case of aggregated contributions, the total amount of the aggregated contributions; and

c. the total of all of the amounts disclosed under paragraph (b)(iii) in relation to the donation; and

d. the total of all of the other contributions made in relation to the donation.

(3) A candidate must give back to the donor the entire amount of the donation, or its entire value, if the candidate knows, or has reasonable grounds to believe, that the donor has failed to comply with subsection (2) in any respect.

(4) For the purpose of section 112A, any amount given back by a candidate under subsection (3) is taken not to have been received by the candidate.

103E Offence relating to contravention of section 103D

A donor who fails to comply with section 103D with the intention of concealing the identity of any or all of the contributors commits an offence and is liable on conviction to a fine not exceeding $5,000.

103F Identity of donor to be disclosed by transmitter, if known

(1) When a transmitter transmits a donation to a candidate on behalf of the donor, the transmitter must disclose to the candidate—

a. he fact that the donation is transmitted on behalf of the donor; and

b. the name and address of the donor; and

c. whether section 103D applies to the donation and, if so, all information disclosed by the donor under subsection (2) of that section.

(2) Where a transmitter does not disclose, or is unable to disclose, the information required by subsection (1), then the donation must be treated as an anonymous donation.

If any person involved in the administration of the affairs of a candidate in relation to their election campaign knows the identity of the donor of an anonymous donation exceeding $1,500, the person must disclose the identity of the donor to the candidate.

103G Offence relating to contravention of section 103F

A transmitter who fails to comply with section 103F(1) with the intention of concealing the identity of the donor or any or all of the contributors commits an offence and is liable on conviction to a fine not exceeding $5,000.

103H Disclosure of identity of donor

If any person involved in the administration of the affairs of a candidate in relation to their election campaign knows the identity of the donor of an anonymous donation exceeding $1,500, the person must disclose the identity of the donor to the candidate.

103I Offence relating to contravention of section 103H

A person who fails to comply with section 103H with the intention of concealing the identity of the donor commits an offence and is liable on conviction to a fine not exceeding $5,000.

103J Anonymous donation

(1) If an anonymous donation exceeding $1,500 is received by a candidate in relation to an election campaign, the candidate must, within 20 working days of receiving the donation, pay to the electoral officer responsible for the conduct of the election to which that campaign relates the amount of the donation, or its value, less $1,500.

(2) If an anonymous donation exceeding $1,500 is received by a candidate who is seeking election to more than one office, the candidate must—

a. designate one election campaign for election to one office for which the donation will be used; and

b. within 20 working days of receiving the donation, pay to the electoral officer responsible for the conduct of the election to which that campaign relates the amount of the donation, or its value, less $1,500.

(3) An electoral officer who receives an amount under subsection (1) or (2) must, within 20 working days of receiving that amount,—

a. issue a receipt to the candidate; and

b. pay the amount into the general fund of the local authority that appointed the electoral officer.

103K Offence relating to contravention of section 103J

(1) A person who enters into an agreement, arrangement, or understanding with any other person that has the effect of circumventing section 103J(1) or (2) commits an offence and is liable on conviction to a fine not exceeding $5,000.

(2) A candidate who contravenes section 103J(1) or (2) commits an offence and is liable on conviction to a fine not exceeding $5,000.

103L Records of electoral donations

(1) A candidate must keep proper records of all donations received by him or her.

(2) A candidate who fails, without reasonable excuse, to comply with subsection (1) commits an offence and is liable on conviction to a fine not exceeding $5,000.

Subpart 2—Electoral expenses

104 Interpretation:

In this subpart and subpart 3,—

applicable period before the close of polling day, means the period beginning three months before the close of polling day and ending with the close of polling day

electoral activity, in relation to a candidate at an election, means an activity—

a. that is carried out by the candidate or with the candidate's authority; and

b. that relates to the candidate solely in the candidate's capacity as a candidate and not to the candidate—

i. in their capacity as a member of the local authority or local board or community board, or as the holder of any other office; or

ii. in any other capacity; and

c. that comprises –

i. advertising of any kind; or

ii. radio or television broadcasting; or

iii. publishing, issuing, distributing, or displaying addresses, notices, posters, pamphlets, handbills, billboards, and cards; or

iv. any electronic communication to the public, including (without limitation) the establishment or operation of a website or other method of communication to the public using the Internet; and

d. that relates exclusively to the campaign for the election of the candidate; and

e. that takes place within the applicable period before the close of polling day.

electoral expenses, in relation to a candidate at an election—

a. means expenses that are incurred by or on behalf of the candidate in respect of any electoral activity; and

b. includes expenses that are incurred by or on behalf of the candidate, before or after the applicable period before the close of polling day, in respect of any electoral activity; and

c. includes the reasonable market value of any materials applied in respect of any electoral activity that are given to the candidate or that are provided to the candidate free of charge or below reasonable market value; and

d. includes the cost of any printing or postage in respect of any electoral activity, whether or not the expenses in respect of the printing or postage are incurred by or on behalf of the candidate; but

e. does not include the expenses of operating a vehicle on which election advertising appears if that vehicle is used in good faith by the candidate as the candidate's personal means of transport; and

f. does not include expenses incurred by the candidate in preparing a candidate profile statement; and

g. does not include the labour of any person that is provided to the candidate free of charge by that person; and

h. does not include the cost of any framework (other than a commercial framework) that supports a hoarding on which an advertisement is displayed.

population means the population, as at the day that is three months before the close of polling day, of a local government area as specified in a certificate issued in respect of that area by the Government Statistician.

105 Periods for claiming and paying expenses

(1) No claim against a candidate, or against any agent of a candidate, in respect of any electoral expenses is recoverable unless it is sent to the candidate within 30 days after the day on which the successful candidates are declared to be elected.

(2) All electoral expenses incurred by or on behalf of a candidate must be paid within 60 days after the day on which the successful candidates are declared to be elected.

(3) A person who makes a payment in breach of this section commits an offence and is liable on conviction to a fine not exceeding $5,000.

106 Procedure if claim disputed

(1) If a candidate, in the case of a claim for electoral expenses sent in to him or her within the time allowed by this Act, disputes it, or fails to pay it within 60 days,—

a. the claim is a disputed claim; and

b. the claimant may, if they thinks fit, within a further 30 days, bring an action for the disputed claim in any court of competent jurisdiction.

(2) Any sum paid by the candidate to satisfy the judgment or order of the court in any action referred to in subsection (1) is to be treated as paid within the time allowed by this Act.

107 Leave to pay claim after time limited

(1) A District Court may, on the application of the claimant or the candidate, grant leave to the candidate to pay a disputed claim, or to pay a claim for any electoral expenses, even though it is sent in after the time allowed by this Act, if the court considers it in the interests of justice to grant that leave.

(2) Any sum specified in the order granting that leave may be paid by the candidate and, when paid, is to be treated as paid within the time allowed by this Act.

108 Payments to be vouched by bill

Every payment made in respect of any electoral expenses must, except when it is less than $200 (inclusive of goods and services tax), be vouched by—

a. a bill stating the particulars; and

b. a receipt.

111 Maximum amount of electoral expenses
(refer to page 20 in this handbook)

112 Apportionment of electoral expenses

(1) If any activity of the kind described in paragraphs (a) to (d) of the definition of the term electoral activity (as set out in section 104) is, in relation to a candidate at an election, carried on both before and within the applicable period before the close of polling day,—

a. the expenses incurred in respect of the activity (being expenses incurred by or on behalf of the candidate) must be properly apportioned so that a fair proportion of those expenses is attributed to the carrying on of the activity in the applicable period before the close of polling day; and

b. the fair proportion of those expenses are electoral expenses.

(2) If any election activity relates exclusively to campaigns for the election of two or more candidates, any electoral expenses in respect of that electoral activity must be apportioned equitably in relation to each of those candidates.

112AA Offence to pay electoral expenses in excess of relevant prescribed maximum

(1) This section applies to any candidate or other person who directly or indirectly pays or knowingly aids or abets any person in paying for or on account of any electoral expenses any sum in excess of the relevant maximum amount prescribed by section 111.

(2) The candidate or person commits an offence and is liable on conviction—

a. to a term of imprisonment not exceeding two years, or a fine not exceeding $10,000, if they knew the payment was in excess of the relevant prescribed maximum amount; or

b. to a fine not exceeding $5,000 in any other case, unless they proves that they took all reasonable steps to ensure that the electoral expenses did not exceed the relevant prescribed maximum amount.

Subpart 3—Return of electoral donations and expenses

112A Return of electoral donations and expenses

(1) Within 55 days after the day on which the successful candidates at any election are declared to be elected, every candidate at the election must file a return of electoral donations and expenses.

(2) However, in any case where a candidate is outside New Zealand on the day on which the successful candidates are declared to be elected (election result day), the return must be filed within 76 days after election result day.

(3) The return of electoral donations and expenses must set out—

a. the details specified in subsection (4) in respect of every electoral donation (other than a donation of the kind referred to in paragraph (c)) received by the candidate that, either on its own or when aggregated with all other donations made by or on behalf of the same donor for use in the same campaign, exceeds $1,500 in sum or value; and

b. whether any donation is funded from contributions, and if so, and to the extent known or ascertainable from the information supplied under section 103D, the details specified in subsection (5) in respect of every contribution that, either on its own or when aggregated with other contributions by the same contributor to the donation, exceeds $1,500 in sum or value; and

c. the details specified in subsection (6) in respect of every anonymous electoral donation received by the candidate that exceeds $1,500; and

d. details of the candidate's electoral expenses.

(4) The details referred to in subsection (3)(a) are—

a. the name of the donor; and

b. the address of the donor; and

c. the amount of the donation or, in the case of aggregated donations, the total amount of the donations; and

d. the date the donation was received or, in the case of aggregated donations, the date that each donation was received.

(5) The details referred to in subsection (3)(b) are—

a. the name of the contributor; and

b. the address of the contributor; and

c. the amount of the contribution or, in the case of aggregated contributions, the total amount of the aggregated contributions.

(6) The details referred to in subsection (3)(c) are—

a. the date the donation was received; and

b. the amount of the donation; and

c. the amount paid to the electoral officer under section 103J(1) or (2) and the date that payment was made.

(7) Every return filed under this section must be in the form prescribed in Schedule 2.

(8) It is the duty of every electoral officer to ensure that this section is complied with.

(9) In this section, file in relation to a return, means to send the return to the electoral officer responsible for the conduct of the election.

112B Nil return

If a candidate considers that there is no relevant information to disclose under section 112A, the candidate must file a nil return under that section.

112C Failure to file return of electoral donations and expenses

A candidate who fails, without reasonable excuse, to comply with section 112A commits an offence and is liable on conviction to—

a. a fine not exceeding $1,000; and

b. if they has been elected to office, a further fine not exceeding $400 for every day that they continues to hold office until the return is filed.

112D Filing a false return of electoral donations and expenses

A candidate who files a return under section 112A that is false in any material particular commits an offence and is liable on conviction—

a. to a term of imprisonment not exceeding two years, or a fine not exceeding $10,000, if they filed the return knowing it to be false in any material particular; or

b. to a fine not exceeding $5,000 in any other case, unless the candidate proves that—

i. they had no intention to misstate or conceal the facts; and

ii. they took all reasonable steps in the circumstances to ensure the information in the return was accurate.

112E Obligation to retain records necessary to verify return

(1) A candidate must take all reasonable steps to retain all records, documents, and accounts that are necessary to enable a return under section 112A to be verified.

(2) The records, documents, and accounts must be retained until the expiry of the period within which a prosecution may be commenced under this Act in relation to the return or to any matter to which the return relates.

(3) A candidate who fails, without reasonable excuse, to comply with subsection (1) commits an offence and is liable on conviction to a fine not exceeding $5,000.

112F Return of electoral donations and expenses to be open for public inspection

(1) The electoral officer must keep every return filed under section 112A in the electoral officer's office, or at some other convenient place to be appointed by the chief executive of the local authority, for a period of seven years after the date of the election to which it relates (the **public inspection period**).

(2) During the public inspection period the electoral officer must—

a. publish, electronically or in any other manner the electoral officer considers appropriate, every return filed under section 112A; and

b. make available for public inspection a copy of every return filed under section 112A; and

c. provide to any person upon request a copy of one or more returns filed under section 112A, subject to the payment of any charges that may be made under the Local Government Official Information and Meetings Act 1987.

Part 5A—Electoral advertising

113 Advertisements for candidates

(1) No person may publish or cause to be published in any newspaper, periodical, notice, poster, pamphlet, handbill, billboard, or card, or broadcast or permit to be broadcast over any radio or television station, any advertisement that is used or appears to be used to promote or procure the election of a candidate at an election, unless subsection (2) or subsection (4) applies.

(2) A person may publish or cause or permit to be published an advertisement of the kind described in **subsection (1)** if—

a. the publication of that advertisement is authorised in writing by the candidate or the candidate's agent or, in the case of an advertisement relating to more than one candidate, the candidates or an agent acting for all of those candidates; and

b. the advertisement contains a statement setting out the true name of the person or persons for whom or at whose direction it is published and the address of their place of residence or business.

(3) A candidate is not responsible for an act committed by an agent without the consent or connivance of the candidate.

(4) A person may publish or cause or permit to be published an advertisement of the kind described in **subsection (1)** if—

a. the publication of the advertisement is endorsed by an organisation or body representing residents or ratepayers in the community or district in which the advertisement is published; and

b. the advertisement contains a statement setting out—

i. the true name of the person or persons for whom or at whose direction it is published and the address of their residence or place of business; and

ii. the true name of the organisation or body who has endorsed the publication of the advertisement and the address of the place of business of that organisation or body.

(5) This section does not restrict the publication of any news or comments relating to an election in a newspaper or other periodical, or on the Internet, or in any other medium of electronic communication accessible by the public, or in a radio or television broadcast made by a broadcaster within the meaning of section 2 of the Broadcasting Act 1989.

(6) A person who willfully contravenes **subsection (1)** commits an offence and is liable on conviction to a fine not exceeding $1,000.

114 Use of public money

Sections 111 and 112 do not validate any use of public money that would otherwise be unlawful.

Council policy on election signs

Key message

Council has a policy around election signs and candidates should familiarise themselves with this. Election signs are permitted two months before election day (from 12 August 2019) but must be removed by midnight 11 October 2019.

All election advertising, including election signs etc are to display the true name and physical address (place of residence or business) of the person authorising them [Section 113 (2) (b) Local Electoral Act 2001].

Policy # 2112 - Election Hoardings Date reviewed: December 2014:

The following policy can be enforced by council's current "Control of the use of Public Places" bylaw, clause 3212.3 which states "Election signs shall be placed in accordance with Far North District Council's Policy #2112, Election Hoardings."

Background:

Council has adopted a policy for the erection of election hoardings (signs). The purpose of the policy is to give clear direction to those wishing to erect election hoardings on council property and clear authority to remove hoardings that are contravening the policy.

The Electoral Act 1993 section 221 – Display of Advertisement of a Specified Kind sets the regulations for local and national elections regarding the size shape and features of election hoardings.

Local election hoardings must also be authorised in accordance with the Local Electoral Act 2001 section 113(2)(b).

This policy applies to local and national elections and will be made available to candidates prior to each election.

Goal

Election hoardings are located in places that reduces the impact on community infrastructure and traffic and pedestrian safety.

Policy statement

Far North District Council considers elections hoardings as temporary signs that are controlled by the Control of the Use of Public Places bylaw.

The Bylaw states election signs shall be placed in accordance with Far North District Council's Policy #2112 – Election Hoardings.

All election hoardings erected on a public place must comply with the conditions detailed in section 4 "Compliance Conditions" of this policy

Compliance conditions

(1) Election hoardings are permitted on council streets and roads but not, street furniture, bus shelters, public toilets, power light or telephone poles and parks and reserves.

(2) Election hoardings placed in a public place should not exceed 3 square metres in size (see section 221 Electoral Act 1993)

(3) Structures and hoardings must be removed if they are considered by council to be unsafe or constitute a traffic or pedestrian hazard.

(4) The period of display of election hoardings shall be restricted to two months prior to any election, by-election or poll. All such signs must be removed before the election day.

(5) If the chief executive is of the opinion that any hoarding contravenes the above policy he may, without further authority from the council, take whatever action he considers appropriate to remove the hoarding

(6) No election hoarding may use reflective materials or illuminations, or moving parts and must not look like a traffic sign in shape or colour [Section 5-8 of the Electoral (Advertising of a Specified Kind) Regulation 2005].

Electoral rolls

Key message

The preliminary electoral roll, containing both resident and non-resident ratepayer electors, will be available for public inspection from 19 July 2019 to 16 August 2019. All registered electors (as at 16 August 2019) whose name is on the final electoral roll will be issued voting packs.

Resident electors

Persons are qualified to be enrolled on the Parliamentary electoral roll if they:

- are a New Zealand citizen or a permanent resident of New Zealand; and
- are 18 years of age or over; and
- have at some time resided continuously in New Zealand for one year or longer; and
- are not disqualified under the Electoral Act 1993.

Residents of Far North District Council area are enrolled automatically on the residential electoral roll if they are registered as Parliamentary electors. Therefore, there is no need to enrol separately for these elections.

Non-resident ratepayer electors

Residents who pay rates on a property in another local authority area or community board area may be entitled to enrol on the ratepayer electoral roll for that local authority area or community board area .

Companies, businesses, trusts, corporations or societies which are ratepayers of a property in another local authority district or community board area may also nominate an elector to vote on their behalf, provided any such elector resides outside the district or community board area where the property is situated.

Partners, joint tenants and tenants in common who collectively pay rates on a property in another local authority district or community board area may also nominate one of the group who is an elector to vote on their behalf, provided any such elector resides outside the area where the property is situated.

Preliminary electoral roll

A copy of the preliminary electoral roll for Far North District Council will be available for public inspection from Friday 19 July 2019 to Friday 16 August 2019 at:

- Council's Main Office, Memorial Avenue, Kaikohe;
- Kaitaia Service Centre, Te Ahu, corner Matthews Avenue and South Road, Kaitaia;
- Kerikeri Service Centre, Kerikeri Road, Kerikeri;
- Kaikohe, Kaitaia, Kawakawa, Kerikeri and Paihia libraries.

Those eligible to vote are:

- all residents enrolled on the Parliamentary electoral roll within Far North District Council area; and
- all non-resident ratepayers enrolled on the ratepayer electoral roll.

The preliminary electoral roll will be contained in one book, with the residential roll located at the front and the ratepayer roll located at the rear.

Details appearing on the preliminary electoral roll are electors names (surname, then first names) listed alphabetically. The qualifying address of the elector is shown alongside. No postal addresses or occupations are shown. Each elector has a code beside their name, to indicate what they entitled to vote for.

Any alterations to the residential electoral roll should be made:

- by completing the appropriate form at any NZ Post agency; or
- by telephoning 0800 ENROLNOW (0800 36 76 56); or
- by accessing the Electoral Commission website - www.elections.org.nz

Any alterations to the non-resident ratepayer electoral roll should be made through the electoral office (telephone 0800 922 822).

Copies of the hardcopy preliminary electoral roll may be purchased from the electoral office for $75.00 (inc GST).

Final electoral roll

The Final Electoral Roll is produced once the preliminary electoral roll closes on 16 August 2019. The final electoral roll contains the details used for issuing voting documents. Copies of this roll will also be available for purchase.

Roll data requests

Information contained on the electoral roll is not available from the electoral office in an electronic form, but candidates or political parties may request an electronic listing of resident electors from the Electoral Commission (provided the criteria of section 114 of the Electoral Act 1993 are met). An application form is required to be completed, and these are available upon request from the Electoral Commission (data@electoralcommission.org.nz).

Note however that elector details for the area a candidate is standing for only will be provided, and this data is unable to be passed on to any third-party and must be used for election purposes.

With regard to a listing of non-resident ratepayer electors, a candidate may purchase mailing labels and/or postal address lists from the electoral office.

Candidates or candidate scrutineers may request**, before the close of voting,** a listing of names of persons from whom voting documents have been returned. Such a request can be supplied in either hardcopy or electronic copy, and a reasonable charge will be made for this. [Section 68 (6) Local Electoral Act 2001].

Voting and special voting

Key message

The three-week voting period is Friday 20 September to noon Saturday 12 October 2019. Voting packs are posted to electors from Friday 20 September 2019. Special votes are available to those who have not received an ordinary vote during the voting period.

Postal voting

The election is being conducted by postal vote. Voting documents are posted to all electors whose names appear on the final electoral roll with delivery commencing Friday 20 September 2019. All electors should have received their voting documents by Wednesday 25 September 2019.

Each elector, after receiving their voting document, should complete it, seal it in the return, postage paid envelope, and post or deliver it to the electoral officer.

If hand delivered, completed voting documents can be lodged at:

- Council's Main Office,
  Memorial Avenue, Kaikohe
- Kaitaia Service Centre, Te Ahu, corner Matthews Avenue and South Road, Kaitaia
- Kerikeri Service Centre, Kerikeri Road, Kerikeri

When posting voting documents back, it is recommended these be posted by 5pm, Tuesday 8 October 2019 to guarantee delivery before the close of voting (noon, Saturday 12 October 2019).

There is currently no online voting option for these elections.

Special votes

Special votes are available to electors:

- whose names do not appear on the final electoral roll, but who qualify as electors;
- who do not receive a voting document previously posted to them;
- who spoil or damage a voting document previously posted to them.

Special votes are available from Friday 20 September 2019 to noon, Saturday 12 October 2019 from:

- Council's Main Office,
  Memorial Avenue, Kaikohe
- Kaitaia Service Centre, Te Ahu, corner Matthews Avenue and South Road, Kaitaia
- Kerikeri Service Centre, Kerikeri Road, Kerikeri
- by telephoning the electoral office on 0800 922 822.

Special votes can be posted directly to electors. The completed voting document however, must be returned to the electoral officer by noon on election day.

Special votes require the completion of a statutory declaration. This is a legal requirement and a protection for electors against possible duplicate voting.

If an elector requests a special vote and is not on the Parliamentary electoral roll (e.g. just turned 18 years of age), the person must enrol by Friday 11 October 2019 (the day before the close of voting). An application for registration as a Parliamentary elector may be obtained:

- from any NZ Post agency; or
- telephoning 0800 ENROLNOW (0800 36 76 56); or
- by accessing the Electoral Commission website - www.elections.org.nz

After voting closes, special vote declarations are forwarded to Registrars of Electors for verification that the elector is eligible and has enrolled as a Parliamentary elector.

Special votes cannot be collected by candidates or their assistants for distribution to electors.

Election day

On election day, ordinary votes can be returned, and special votes issued and returned, from 9 am to noon at:

- Council's Main Office, Memorial Avenue, Kaikohe
- Kaitaia Service Centre, Te Ahu, corner Matthews Avenue and South Road, Kaitaia
- Kerikeri Service Centre, Kerikeri Road, Kerikeri

Early processing of returned voting documents

Key message

During the voting period, returned voting documents are able to be opened and processed, but not counted.

Processing of votes

Returned voting documents are able to be opened and processed during all or part of the voting period prior to the close of voting.

The early processing of voting documents involves the following functions:

- roll scrutiny (marking people off the roll);
- opening of envelopes;
- extracting of voting documents;
- checking for informal or duplicate votes;
- electronic capture of all valid votes (twice).

No tallying of votes is undertaken until after the close of voting (noon, Saturday 12 October 2019).

The early processing functions are undertaken with strict security measures. One or more Justices of the Peace observe all early processing functions, and sign a statement at the end of the processing that all functions were undertaken correctly and conformed with the strict legal requirements.

Candidate scrutineers are not permitted to observe the early processing functions.

Scrutineers

Key message

Candidates are able to appoint scrutineers to observe certain functions. Appointment of scrutineers must be made by noon, Friday 11 October 2019.

Appointment of scrutineers

Candidates may appoint scrutineers to oversee various functions of the election.

These functions are:

- the scrutiny of the roll;
- the preliminary count (after the close of voting);
- the official count.

Each candidate may appoint one or more scrutineers for each of the above functions, but only one scrutineer for each candidate may be present at any one time.

A scrutineer cannot be:

- a candidate;
- a member or employee of any local authority or community board for which an election is being conducted;
- under 18 years old.

Each scrutineer must be appointed by a candidate, such appointment to be in writing to the electoral officer. For a person to be appointed as a scrutineer, the letter of appointment must be received by the electoral officer no later than noon Friday 11 October 2019 [Section 68, Local Electoral Act 2001].

A standard letter for the appointment of a scrutineer is located at the end of this handbook.

Each appointed scrutineer must report initially to the electoral officer or deputy electoral officer, where a declaration pledging not to disclose any information coming to their knowledge, will need to be signed and a name tag issued. When departing the premises, scrutineers are to return their name tag to the electoral officer or deputy electoral officer.

Any scrutineer may leave or re-enter the place where election functions are being conducted, but it is an offence (and liable for a fine) to:

- make known for what candidate any voter has voted;
- make known the state of the election, or give or pretend to give any information by which the state of the election may be known, before the close of voting.

The scrutiny of the roll will be undertaken at the electoral office (Level 2, 198 Federal Street, Auckland), during normal office hours between Monday 23 September 2019 and to noon, Saturday 12 October 2019.

The preliminary count of votes will commence once voting closes at noon on Saturday 12 October 2019 at the electoral office.

The official count of votes will be undertaken once the preliminary count is concluded and the final result will be known on Thursday 17 October 2019. The official count will also occur at the electoral office.

The role of scrutineers is to ensure that election procedures are undertaken correctly and that the count of votes is done fairly and reasonably.

Mobile phones and any electronic devices are prohibited within the secure area where the count will take place.

Results

Key message

Election results will be released on three occasions:

Progress results around 2pm on election day, Saturday 12 October 2019.

Preliminary results on Sunday morning, 13 October 2019.

Final results on Thursday afternoon, 17 October 2019.

Progress results

The counting of votes will commence from noon Saturday, 12 October 2019 at the offices of Independent Election Services Ltd, Level 2, 198 Federal Street, Auckland.

As soon as practicable following the close of voting, progress results will be made available, these are likely to reflect approximately 95% of the votes cast. Once all sealed ballot boxes have been received from the council office, these will be processed and included to form the preliminary results.

Progress results will be available at approximately 2pm on election day.

Progress results however will not be available for the Northland District Health Board election, as this is conducted under the STV electoral system.

Preliminary results

Preliminary results will be available once all votes that are hand-delivered on election morning have been received and processed. This is expected to be on Sunday morning 13 October 2019.

Both progress and preliminary results will be available:

- by accessing council's website www.fndc.govt.nz
- by telephoning the electoral office on 0800 922 822.

Final results

Once all special votes have been validated by the Electoral Commission, a final result is able to be announced. This is expected late afternoon on Thursday 17 October 2019.

Release of results

Where email addresses have been provided, candidates will be emailed both the progress and preliminary results, once available.

All results will also be placed on council's website: www.fndc.govt.nz

Term of membership

Key message

All members leave office and come into office on the day after the declaration of results is publicly notified.

Term of membership

All members come into office for the Far North District Council on the day after the day the candidate is declared to be elected (i.e. the day after the first public notice declaring the result is made). [Section 115, Local Electoral Act 2001]

All members leave office for the Far North District Council when the members elected at the next election come into office. [Section 116, Local Electoral Act 2001]

If at the close of nominations, the number of candidates is less than the number of vacancies, the unfilled vacancies become extraordinary vacancies and are treated as occurring on polling day (12 October 2019). [Section 64, Local Electoral Act 2001]

Any such extraordinary vacancy is required to be filled by an election, which cannot occur any earlier than 17 February 2020. [Section 138, Local Electoral Act 2001]

For district health boards, members come into office (and current members leave office) on 9 December 2019, the 58th day after polling day. [Clauses 14 & 15, Schedule 2, New Zealand Public Health and Disabilities Act 2000].

A member is disqualified from holding office in a local authority under the following provisions:

"Disqualification of members

(1) A person's office as a member of a local authority is vacated if the person, while holding office as a member of the local authority, -

a. ceases to be an elector or becomes disqualified for registration as an elector under the Electoral Act 1993; or

b. is convicted of an offence punishable by a term of imprisonment of 2 years or more.

(2) If subclause (1)(b) applies: -

a. the disqualification does not take effect -

i. until the expiration of the time for appealing against the conviction or decision; or

ii. if there is an appeal against the conviction or decision, until the appeal is determined; and

b. the person is deemed to have been granted leave of absence until the expiration of that time, and is not capable of acting as a member during that time.

(3) person may not do an act as a member while disqualified under subclause (1) or while on leave of absence under subclause (2)"
(Clause 1, Schedule 7, Local Government Act 2002)

Community board membership

Key message

Community boards act as advocates for their communities and are an important link to council.

Legislation

Relevant legislation relating to membership of community boards is found in the Local Electoral Act 2001.

Each community board must consist of between 4 and 12 members; and is to include at least 4 elected members; and may include, as appointed members, up to half the total number of members.
[Section 19, Local Electoral Act 2001]

Appointed members to a community board must be appointed by council from the elected councillors representing the ward in which the community is situated [Section 19F, Local Electoral Act 2001].

A person elected as a councillor and a community board member within the same ward/community district is deemed to be elected as a councillor and a community board member but is then deemed to have vacated the office as a community board member, and the next highest polling community board candidate is elected. (If there is no highest polling unsuccessful candidate, in this instance, an extraordinary vacancy occurs and a by-election is required) [Sections 88A, 88B, Local Electoral Act 2001].

Election offences

Local Electoral Act 2001

121 Illegal nomination, etc

Every person commits an offence, and is liable on conviction to a fine not exceeding $2,000, who-

a. consents to being nominated as a candidate for an elective office, knowing that they is incapable under any Act of holding that office; or

b. signs a nomination paper purporting, to nominate as a candidate a person who is, to the knowledge of the person signing, incapable under any Act of holding that office; or

c. signs a nomination paper purporting to nominate another person as a candidate knowing that they is not qualified to vote at the election of the person named in the nomination paper as the candidate.

122 Interfering with or influencing voters

(1) Every person commits an offence, and is liable on conviction to a fine not exceeding $5,000, who-

a. interferes in any way with any person who is about to vote with the intention of influencing or advising that person as to how they should vote;

b. prints, publishes, distributes, or delivers to any person (using any medium or means of communication) a document, paper, notice, or message, being or purporting to be an imitation of any voting document to be used at the election or poll that,-

i. in the case of an election, includes the name of a candidate or candidates, together with any direction or indication as to the candidate or candidates for whom any person should vote;

ii. in the case of a poll, includes a statement or indication as to how any person should vote;

iii. in any way contains or suggests any such direction or indication or other matter likely to influence how any person votes.

c. prints, publishes, or distributes any instruction on the method of marking the voting document that differs in any material way from the instructions required by this Act or any regulations made under this Act to accompany the voting document.

(2) Despite subsection (1)(b), it is not an offence under that subsection to print, publish, distribute, or deliver a card or leaflet (not being an imitation voting document) on which is printed-

a. the names of all or any of the candidates and the elective offices for which they are candidates (with or without the name of the organisations or groups to which those candidates are affiliated, and including those who are independent); and

b. nothing else.

(3) Nothing in this section applies to-

a. any official statement or announcement made or exhibited under the authority of this Act or regulations made under this Act; or

b. any candidate profile statement, published, displayed or distributed under the authority of this Act or regulations made under this Act.

123 Offences in respect of official documents

(1) Every person commits an offence who-

a. intentionally removes, obliterates, or alters any official mark or official writing on any voting document, or other official document used at an election or poll;

b. intentionally places any mark or writing that might be mistaken for an official mark or official writing on any voting document, or other official document used at an election or poll;

c. forges, counterfeits, fraudulently marks, defaces, or fraudulently destroys any voting document, or other official document used at an election or poll, or the official mark on that document;

d. supplies, without authority, a voting document to any person;

e. obtains or has possession of any voting document, other than one issued to that person under this Act or any regulations made under this Act for the purpose of recording their vote, without authority;

f. intentionally destroys, opens, or otherwise interferes with any ballot box or box or parcel of voting documents without authority.

(2) Every person who commits an offence against subsection (1) is liable on conviction -

a. in the case of an electoral officer or other electoral official, to imprisonment for a term not exceeding 2 years;

b. in the case of any other person, to imprisonment for a term not exceeding six months.

124 Voting offences

Every person commits an offence, and is liable on conviction to imprisonment for a term not exceeding 2 years, who-

a. votes or applies to vote more than once at the same election or poll; or

b. without authority removes, deletes, or otherwise interferes with any voting document, or other record of a vote that has been cast.

125 Bribery

(1) Every person commits the offence of bribery who, directly or indirectly, on that person's own or by another person,-

a. gives, lends, agrees to give or lend, offers, promises, or promises to obtain any money or valuable consideration to or for any elector, or to or for any person on behalf of any elector, or to or for any other person, in order to induce any elector to vote or refrain from voting; or

b. gives or obtains, agrees to give or obtain, offers, promises, or promises to obtain or to try to obtain any office or place of employment to or for any elector, or to or for any person on behalf of any elector, or to or for any other person, in order to induce the elector to vote or refrain from voting; or

c. corruptly does any act referred to in paragraph (a) or paragraph (b) on account of an elector having voted or refrained from voting; or

d. makes any gift, loan, offer, promise, or agreement referred to in paragraph (a) or paragraph (b) for, or with, any person in order to induce that person to obtain or try to obtain the election of any person or the vote of any elector; or

e. upon or as a consequence of any gift, loan, offer, promise, or agreement referred to in paragraph (a) or paragraph (b) obtains, or tries to obtain, the election of any person or the vote of any elector; or

f. advances or pays, or causes to be paid, any money to or for the use of any other person, intending that money or any part of it will be used for bribery at any election or poll; or

g. knowingly pays or causes to be paid any money to any person in discharge or repayment of any money wholly or partly used for bribery at any election or poll.

(2) An elector commits the offence of bribery if,-

a. before or during the voting period at the election or poll, they, directly or indirectly, on their own or by another person, receives, or agrees or contracts for, any money, gift, loan, or valuable consideration, office, place, or employment for himself or herself or for any other person for voting or agreeing, to refrain from voting;

b. after the voting period at the election or poll, they directly or indirectly, on their own or by another person, receives any money or valuable consideration on account of any person having voted or refrained from voting or having induced any other person to vote or refrain from voting.

(3) Every person who commits bribery is liable on conviction to imprisonment for a term not exceeding 2 years.

126 Treating

(1) Every person commits the offence of treating who corruptly before, during, or after an election or poll, and directly or indirectly, on that person's own or by another person, gives or provides, or pays wholly or in part the expense of giving or providing, any food, drink, entertainment, or provision to or for any person

a. for the purpose of influencing, that person or any other person to vote or refrain from voting; or

b. for the purpose of obtaining their election; or

c. on account of that person or any other person having voted or refrained from voting, or being about to vote or refrain from voting.

(2) Every holder of a license under the Sale and Supply of Alcohol Act 2012 commits the offence of treating who knowingly supplies any food, drink, entertainment, or provision-

a. to any person, if the supply is demanded for one or more of the purposes specified in subsection (1); or

b. to any person, whether an elector or not, for the purpose of obtaining the election of a candidate or affecting the result of a poll, and without receiving payment for it at the time when it is supplied.

(3) Every elector who corruptly accepts or takes any such food, drink, entertainment, or provision also commits the offence of treating.

(4) Despite subsections (1) to (3), the provision of light refreshments after any meeting relating to an election or poll does not constitute the offence of treating.

(5) Every person who commits the offence of treating is liable on conviction to imprisonment for a term not exceeding 2 years.

127 Undue influence

(1) Every person commits the offence of undue influence-

a. who, directly or indirectly, on that person's own or by another person, makes use of or threatens to make use of any force, violence, or restraint against any person-

i. in order to induce or compel that person to vote or refrain from voting;

ii. on account of that person having voted or refrained from voting;

b. who, by abduction, duress, or any fraudulent device or means,-

i. impedes or prevents the free exercise of the vote of any elector;

ii. compels, induces, or prevails upon any elector either to vote or to refrain from voting.

(2) Every person who commits the offence of undue influence is liable on conviction to imprisonment for a term not exceeding 2 years.

128 Personation

(1) Every person commits the offence of personation who, at any election or poll,-

a. votes in the name of some other person (whether living or dead), or of a fictitious person;

b. having voted, votes again at the same election or poll;

c. having returned a voting document, applies for or returns another voting document with the intention of returning an additional valid voting document or invalidating a vote already cast at the same election or poll (whether or not any voting document they returns is valid).

(2) Every person who commits the offence of personation is liable on conviction to imprisonment for a term not exceeding 2 years.

129 Infringement of secrecy

(1) Every electoral officer, deputy electoral officer, and other electoral official-

a. must maintain and assist in maintaining the secrecy of the voting; and

b. must not communicate to any person, except for a purpose authorised by law, any information likely to compromise the secrecy of the voting.

(2) No person, except as provided by this Act or regulations made under this Act, may-

a. interfere with or attempt to interfere with a voter when marking, or recording their vote; or

b. attempt to obtain, in the building, or other place where the voter has marked or recorded their vote and immediately before or after that vote has been marked or recorded, any information as to any candidate for whom or the proposal for or against which the voter is about to vote or has voted; or

c. communicate at any time to any person any information obtained in the building or other place where the voter has marked or recorded their vote and immediately before or after that vote has been marked or recorded, as to-

i. any candidate for whom, or the proposal for or against which the voter is about to vote or has voted; or

ii. any number on a voting document marked or transmitted by the voter.

(3) Every person present at the counting of votes must-

a. maintain and assist in maintaining the secrecy of the voting; and

b. must not, except as is provided by this Act or regulations made under this Act, communicate any information obtained at that counting as to any candidate for whom or proposal for or against which any vote is cast by a particular voter.

(4) No person may, directly or indirectly, induce any voter to display or provide access to their voting document or any copy of that document after it has been marked or transmitted, so as to make known to any person the name of any candidate for or against whom, or proposal for or against which, the voter has voted.

(5) Every person commits an offence who contravenes or fails to comply with this section.

(6) Every person who commits an offence against subsection (5) is liable on conviction to imprisonment for a term not exceeding six months.

130 Disclosing voting or state of election or poll

(1) Every electoral officer, deputy electoral officer, other electoral official, Justice of the Peace, or scrutineer commits an offence who-

a. makes known for what candidate or candidates or for which proposal any particular voter has voted for or against, except as provided by this Act or regulations made under this Act; or

b. before the close of voting, makes known the state of the election or poll or gives or pretends to give any information by which the state of the election or poll may be known.

(2) Subsection (1)(b) does not prevent an electoral officer from disclosing the total number of voting documents so far returned at an election or poll at any time during the voting period.

(3) A person who commits an offence against subsection (1) is liable on conviction to a fine-

a. not exceeding $5,000 for an electoral officer or deputy electoral officer:

b. not exceeding $2,000 for any other person.

131 Penalty for electoral officer, deputy electoral officer, and other electoral officials

Every electoral officer, deputy electoral officer, or other electoral official commits an offence, and is liable on conviction to a fine not exceeding $2,000, who is guilty of any intentional or reckless act of commission or omission contrary to the provisions of this Act or regulations made under this Act in respect of any election or poll, and for which no other penalty is imposed by this Act or regulations made under this Act.

General provisions

137 Property may be stated as being in electoral officer

In any proceedings for an offence in relation to any voting documents or other official documents, files, records, instruments, or devices used officially for an election or poll, the property in those documents, files, records, appliances, and instruments is to be treated as that of the electoral officer at that election or poll.

138 Duty to take action in respect of offences

(1) Subsection (2) applies if an electoral officer—

a. receives a written complaint that an offence has been committed under—

i. Part 5; or

ii. this Part; or

c. believes for any other reason that an offence has been committed under either of the Parts specified in paragraph (a).

(2) If this subsection applies, the electoral officer must—

a. report the complaint or belief to the Police; and

b. provide the Police with the details of any inquiries that they considers may be relevant.

(3) Subsection (2) does not prevent any person from reporting an alleged offence to the Police.

(4) Despite subsection (2), an electoral officer is not required to report the failure by a candidate to file a return under section 112A if the candidate files the return promptly after being required to do so by the electoral officer.

138AA Time limit for prosecutions

(1) A prosecution under section 112C must be commenced within six months of the date on which the return was required to be filed.

(2) A prosecution under section 103K or 112D must be commenced—

a. within six months of the date on which the prosecutor is satisfied that there is sufficient evidence to warrant the commencement of the proceedings; but

b. not later than 3 years after the offence was committed.

Remuneration

Key message

Elected members are entitled to be paid for the work undertaken. This remuneration is generally by way of a base salary and allowances for such things as mileage etc.

Member remuneration

The Remuneration Authority is a statutory body that establishes remuneration for local government.

In 2018 the Remuneration Authority reviewed the remuneration of elected members, moving from a "partial pool" approach to a "full pool" approach.

The new approach will take effect following the elections will be based on the revised remuneration levels to be released by the Remuneration Authority in July.

Base remuneration for members of Far North District Council (as at 1 July 2018) are currently:

Position	$PA
Mayor	$145,000
Deputy mayor	$78,830
Committee chairperson (3)	$60,166
Councillor	$48,574

Base remuneration for community boards of Far North Council (as at 1 July 2018) are currently:

Community Board	$PA
Bay of Islands - Whangaroa Community	
Chairperson	$30,660
Member	$11,732
Kaikohe-Hokianga Community	
Chairperson	$26,280
Member	$10,107
Te Hiku Community	
Chairperson	$26,828
Member	$10,318

Base remuneration for members of the Northland District Health Board are currently:

Position	$PA
Chairperson	$44,100
Deputy Chairperson	$26,775
Member	$21,420

Board members are paid an additional fee of up to $2,500 per annum for each statutory advisory committee of which they are a member. Committee chairs are paid up to $3,125 per annum. Members serving on certain other committees (e.g. audit, risk and finance committees) also receive an additional annual fee.

Members are covered for reasonable expenses associated with board and committee business, such as travel costs.

Health and safety responsibilities

Key message

All elected members of Far North District Council are required to comply with the duties and obligations of the Health and Safety at Work Act 2015.

Health and Safety at Work Act 2015

Under the legislation an officer is someone who holds a position which allows them to exercise significant influence over the whole of council. At Far North District Council, elected members and the chief executive (and possibly others) are 'Officers'. The boards of council-controlled organisations and their chief executives are also officers.

As a PCBU (persons conducting a business or undertaking), council holds the primary duty to ensure people's safety. An officer's responsibility is to exercise due diligence to ensure that council complies with its duties and obligations under the Health and Safety at Work Act – similar to the responsibility councillors and local boards have to exercise due diligence over council's financial matters.

An officer's duty is important because leadership contributes to council's safety culture, and elected members need to have an understanding of what is required to manage council's risks.

Officers can rely on information provided to them by staff and experts so long as that reliance is reasonable. However, elected members and the chief executive must test and assess the advice provided to them to ensure they are confident their decisions have sufficiently considered health and safety factors. Officers must demonstrate that they have carefully considered health and safety.

There are six key aspects of officer due diligence. The legislation requires officers take reasonable steps to:

(1) Acquire and keep up to date with health and safety knowledge and health and safety matters for council.

(2) Understand council's operations and the associated hazards and risks.

(3) Ensure council has appropriate resourcing and processes to eliminate or minimise risks to health and safety.

(4) Ensure council has appropriate processes for receiving and considering information regarding incidents, hazards, and risks and for responding in a timely way to that information.

(5) Ensure council has, and implements, processes for complying with any duty or obligation.

(6) Verify the provision and use of resources and processes through reviews and audits.

Liability

Whilst officers do not have the same primary duty as the PCBU to directly ensure health and safety they must exercise due diligence to ensure that the PCBU is meeting its duties.

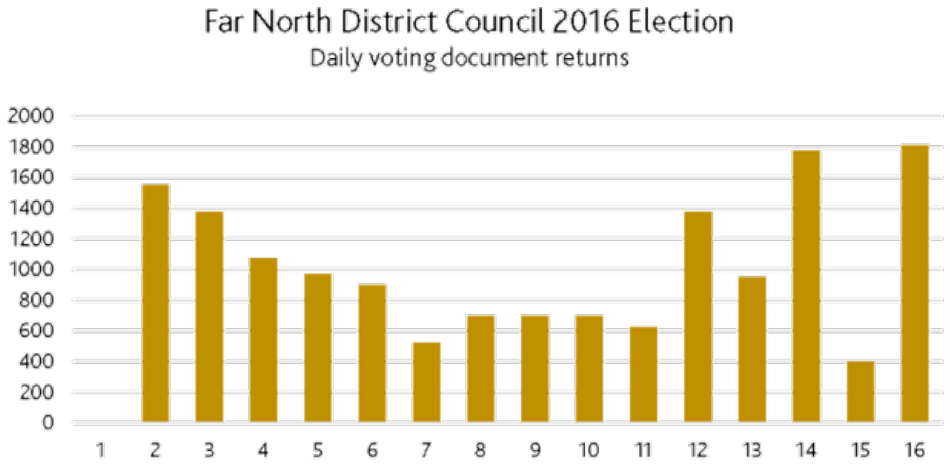
Elected members acting in their capacity as elected members (as distinguished from elected members acting in a governance role for another entity) are excluded from liability for the most serious offences under the new Act. However they may still be liable under some of the other requirements in the legislation – for example in some circumstances WorkSafe NZ could still serve an improvement notice on them.

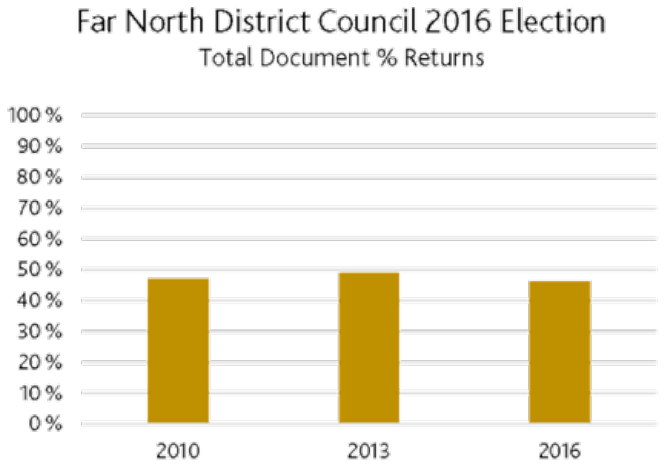
Further information can be found at:
https://worksafe.govt.nz/managing-health-and-safety/businesses/guidance-for-business-leaders/

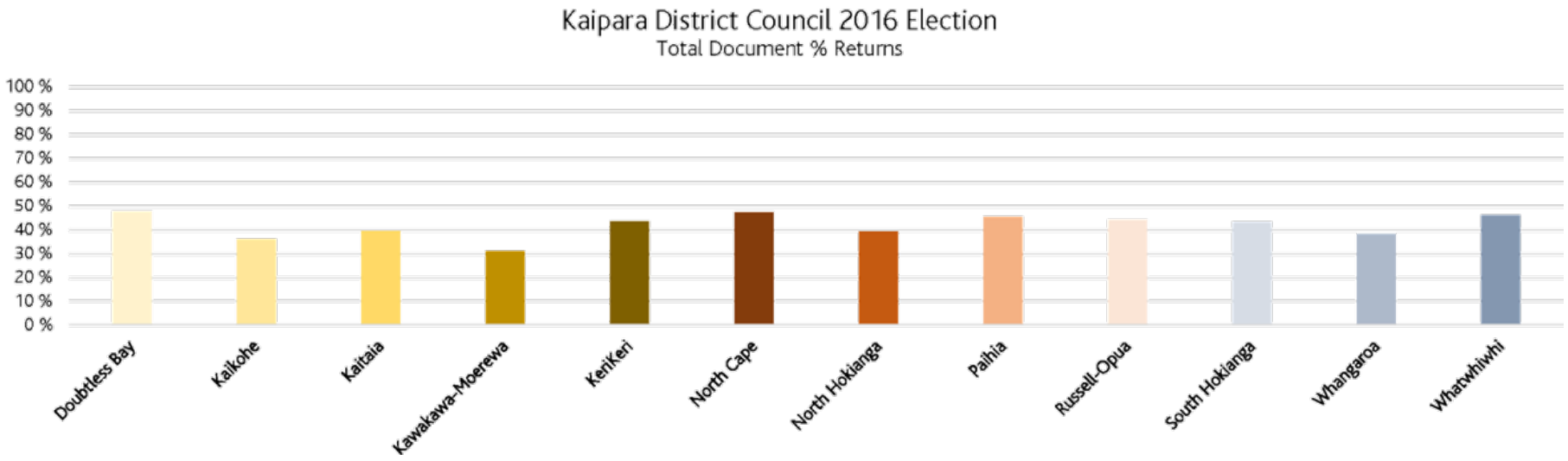
Far North District Council
Te Kaunihera o Tai Tokerau ki te Raki

Voting document returns - 2016 Elections

CB(sub)/Electors	19 Sept	20 Sept	21 Sept	22 Sept	23 Sept	26 Sept	27 Sept	28 Sept	29 Sept	30 Sept	3 Oct	4 Oct	5 Oct	6 Oct	7 Oct	8 Oct
Doubtless Bay	0	125	100	100	50	50	75	50	50	50	50	75	50	125	25	124
2301	**0**	**125**	**225**	**325**	**375**	**425**	**500**	**550**	**600**	**650**	**700**	**775**	**825**	**950**	**975**	**1099**
Returns %	0.0%	5.4%	9.8%	14.1%	16.3%	18.5%	21.7%	23.9%	26.1%	28.2%	30.4%	33.7%	35.9%	41.3%	42.4%	47.8%
Kaikohe	0	150	100	125	100	100	150	50	75	75	75	100	25	175	0	180
4098	**0**	**150**	**250**	**375**	**475**	**575**	**725**	**775**	**850**	**925**	**1000**	**1100**	**1125**	**1300**	**1300**	**1480**
Returns %	0.0%	3.7%	6.1%	9.2%	11.6%	14.0%	17.7%	18.9%	20.7%	22.6%	24.4%	26.8%	27.5%	31.7%	31.7%	36.1%
Kaitaia	0	250	250	200	150	175	250	100	100	100	100	175	125	175	75	252
6261	**0**	**250**	**500**	**700**	**850**	**1025**	**1275**	**1375**	**1475**	**1575**	**1675**	**1850**	**1975**	**2150**	**2225**	**2477**
Returns %	0.0%	4.0%	8.0%	11.2%	13.6%	16.4%	20.4%	22.0%	23.6%	25.2%	26.8%	29.5%	31.5%	34.3%	35.5%	39.6%
Kawakawa-Moerewa	0	100	50	25	50	25	50	50	0	25	25	50	50	75	0	93
2151	**0**	**100**	**150**	**175**	**225**	**250**	**300**	**350**	**350**	**375**	**400**	**450**	**500**	**575**	**575**	**668**
Returns %	0.0%	4.6%	7.0%	8.1%	10.5%	11.6%	13.9%	16.3%	16.3%	17.4%	18.6%	20.9%	23.2%	26.7%	26.7%	31.1%
KeriKeri	0	275	225	175	200	175	375	175	175	150	100	400	250	550	100	429
8581	**0**	**275**	**500**	**675**	**875**	**1050**	**1425**	**1600**	**1775**	**1925**	**2025**	**2425**	**2675**	**3225**	**3325**	**3754**
Returns %	0.0%	3.2%	5.8%	7.9%	10.2%	12.2%	16.6%	18.6%	20.7%	22.4%	23.6%	28.2%	31.1%	37.5%	38.7%	43.7%
North Cape	0	125	100	25	100	50	50	50	50	25	25	75	50	50	0	112
1874	**0**	**125**	**225**	**250**	**350**	**400**	**450**	**500**	**550**	**575**	**600**	**675**	**725**	**775**	**775**	**887**
Returns %	0.0%	6.7%	12.0%	13.3%	18.7%	21.3%	24.0%	26.7%	29.3%	30.7%	32.0%	36.0%	38.7%	41.4%	41.4%	47.3%
North Hokianga	0	25	50	75	25	25	50	25	25	25	25	25	25	25	50	59
1364	**0**	**25**	**75**	**150**	**175**	**200**	**250**	**275**	**300**	**325**	**350**	**375**	**400**	**425**	**475**	**534**
Returns %	0.0%	1.8%	5.5%	11.0%	12.8%	14.7%	18.3%	20.2%	22.0%	23.8%	25.7%	27.5%	29.3%	31.2%	34.8%	39.1%
Paihia	0	125	100	50	50	75	150	50	50	50	50	100	125	125	25	116
2721	**0**	**125**	**225**	**275**	**325**	**400**	**550**	**600**	**650**	**700**	**750**	**850**	**975**	**1100**	**1125**	**1241**
Returns %	0.0%	4.6%	8.3%	10.1%	11.9%	14.7%	20.2%	22.1%	23.9%	25.7%	27.6%	31.2%	35.8%	40.4%	41.3%	45.6%
Russell-Opua	0	100	125	75	50	50	100	50	50	50	50	125	75	150	50	77
2660	**0**	**100**	**225**	**300**	**350**	**400**	**500**	**550**	**600**	**650**	**700**	**825**	**900**	**1050**	**1100**	**1177**
Returns %	0.0%	3.8%	8.5%	11.3%	13.2%	15.0%	18.8%	20.7%	22.6%	24.4%	26.3%	31.0%	33.8%	39.5%	41.4%	44.2%
South Hokianga	0	75	100	100	75	50	125	25	50	50	50	100	75	125	25	130
2663	**0**	**75**	**175**	**275**	**350**	**400**	**525**	**550**	**600**	**650**	**700**	**800**	**875**	**1000**	**1025**	**1155**
Returns %	0.0%	2.8%	6.6%	10.3%	13.1%	15.0%	19.7%	20.7%	22.5%	24.4%	26.3%	30.0%	32.9%	37.6%	38.5%	43.4%
Whangaroa	0	100	75	75	50	75	75	50	25	50	25	100	50	125	25	120
2663	**0**	**100**	**175**	**250**	**300**	**375**	**450**	**500**	**525**	**575**	**600**	**700**	**750**	**875**	**900**	**1020**
Returns %	0.0%	3.8%	6.6%	9.4%	11.3%	14.1%	16.9%	18.8%	19.7%	21.6%	22.5%	26.3%	28.2%	32.9%	33.8%	38.3%
Whatuwhiwhi	0	100	100	50	75	50	75	25	50	50	50	50	50	75	25	115
2033	**0**	**100**	**200**	**250**	**325**	**375**	**450**	**475**	**525**	**575**	**625**	**675**	**725**	**800**	**825**	**940**
Returns %	0.0%	4.6%	9.8%	12.3%	16.0%	18.4%	22.1%	23.4%	25.8%	28.3%	30.7%	33.2%	35.7%	39.4%	40.6%	46.2%
Total	0	1550	1375	1075	975	900	1525	700	700	700	625	1375	950	1775	400	1807
39380	**0**	**1550**	**2925**	**4000**	**4975**	**5875**	**7400**	**8100**	**8800**	**9500**	**10125**	**11500**	**12450**	**14225**	**14625**	**16432**
Returns %	0.0%	3.94%	7.43%	10.16%	12.63%	14.92%	18.79%	20.57%	22.35%	24.12%	25.71%	29.20%	32.62%	36.12%	37.14%	41.73%
Daily %	0.0%	3.94%	3.49%	2.73%	2.48%	2.29%	3.87%	1.78%	1.78%	1.78%	1.59%	3.49%	2.41%	4.51%	1.02%	4.59%
2010 Returns	0.1%	6.4%	1.4%	13.6%	16.4%	18.9%	22.4%	24.9%	26.5%	28.4%	30.6%	34.7%	37.8%	41.4%	43.3%	46.9%
2013 Returns	0.0%	4.4%	8.3%	10.4%	13.0%	16.1%	19.9%	22.5%	25.3%	26.8%	29.0%	33.4%	36.4%	41.4%	43.3%	48.9%


Far North District Council 2016 Election
Daily voting document returns
2000
1800
1600
1400
1200
1000
800
600
400
200
0
1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16


Far North District Council 2016 Election
Total Document % Returns
100 %
90 %
80 %
70 %
60 %
50 %
40 %
30 %
20 %
10 %
0 %
2010
2013
2016


Kaipara District Council 2016 Election
Total Document % Returns
100 %
90 %
80 %
70 %
60 %
50 %
40 %
30 %
20 %
10 %
0 %
Doubtless Bay
Kaikohe
Kaitaia
Kawakawa-Moerewa
KeriKeri
North Cape
North Hokianga
Paihia
Russell-Opua
South Hokianga
Whangaroa
Whatwhiwhi

Far North District Council

DECLARATION OF RESULTS OF ELECTION
for the Far North District Council 2016 elections

I hereby declare the results of the elections held on 8 October 2016 for the following offices:

MAYOR *(one vacancy)*

	Votes Received		Votes Received
CARTER, John	10,975	GILL, Peter *(Awake at the Wheel)*	4,517

Informal votes received: 10
Blank votes received: 928
I therefore declare John CARTER to be elected.

COUNCIL

Bay of Islands-Whangaroa Ward *(four vacancies)*

BROWN, Harko	2,856	HOOKWAY, Dave	3,097	MCNALLY, Steve	1,779
COURT, Ann	4,608	JOHNSTON, Jane *(Independent)*	1,689	PRIME, Willow-Jean	4,937
CRAWSHAW, Patrick Leonard	1,553	MCINNES, Tania	3,145	TERRY, Fred *(Independent)*	1,703

Informal votes received: 19
Blank votes received: 211
I therefore declare Ann COURT, Dave HOOKWAY, Tania MCINNES and Willow-Jean PRIME to be elected.

Kaikohe-Hokianga Ward *(two vacancies)*

EMERY, Owen	657	KAPA, Babe *(Independent)*	1,053	MACAULEY, Sally *(Independent)*	1,594
				VUJCICH, John	2,111

Informal votes received: 1
Blank votes received: 83
I therefore declare Sally MACAULEY and John VUJCICH to be elected.

Te Hiku Ward *(three vacancies)*

ATKINSON, Lawrie		GARDNER, Adele	1,103	SENIOR, David	996
(Awanui Progressive & Ratepayers Inc)	1,001	HITA, Karena *(Haititai Marangai Marae)*	603	WINDELBORN, Hazely *(Independent)*	1,830
COLLARD, David *(Independent)*	1,942	KITCHEN, Colin Toss	2,926		
FOY, Felicity	2,133	RADICH, Mate *(Independent)*	2,013		

Informal votes received: 19
Blank votes received: 68
I therefore declare Felicity FOY, Colin Toss KITCHEN and Mate RADICH to be elected.

COMMUNITY BOARDS

Bay of Islands-Whangaroa Community Board:

Kerikeri Subdivision *(three vacancies)*

AYR, Lane	1,488	ROBINSON, Martin	2,038	TURNER, Doug *(Independent)*	1,306
MYHRE, Sandy	1,444	SMITH, Rachel	1,950		

Informal votes received: 5
Blank votes received: 334
I therefore declare Lane AYR, Martin ROBINSON and Rachel SMITH to be elected.

Whangaroa Subdivision *(one vacancy)*

FITTON, Justin	237	MILLS, Bruce	697

Informal votes received: 0
Blank votes received: 86
I therefore declare Bruce MILLS to be elected.

Kaikohe-Hokianga Community Board:

North Hokianga Subdivision *(one vacancy)*

DAVIS, Emma	323	RINTOUL, Phyllis *(Independent)*	185		

Informal votes received: 1
Blank votes received: 25
I therefore declare Emma DAVIS to be elected.

South Hokianga Subdivision *(two vacancies)*

CASSIDY, Robert *(Independent)*	496	SCHOLLUM, John *(Community First Kaikohe Hokianga)*	427	TOORENBURG, Louis	530
CLARKE, Garry	455				

Informal votes received: 0
Blank votes received: 33
I therefore declare Robert CASSIDY and Louis TOORENBURG to be elected.

Te Hiku Community Board:

Whatuwhiwhi Subdivision *(one vacancy)*

ATKINSON, Lawrie *(Whatuwhiwhi Ratepayers And Citizens Assn)*	434	HODGSON, Petrina	270	WARD, Mike	175

Informal votes received: 0
Blank votes received: 60
I therefore declare Lawrie ATKINSON to be elected.

Dated at Kaikohe, 14 October 2016

Dale Ofsoske
Electoral Officer
Far North District Council
Memorial Avenue, Kaikohe
(Phone: 0800 922 822)

Local Elections 2016
YOUR VOTE
YOUR COMMUNITY

PUBLIC NOTICE

Far North District Council
Te Kaunihera o Tai Tokerau ki te Raki

DECLARATION OF RESULT OF BY-ELECTION BAY OF ISLANDS-WHANGAROA COMMUNITY BOARD (KAWAKAWA-MOEREWA SUBDIVISION)

I declare the result of the by-election held on 24 May 2018 for one member of the Bay of Islands-Whangaroa Community Board (Kawakawa-Moerewa Subdivision) to be as follows:

CANDIDATE:	VOTES RECEIVED:
GREEN, Lucie (Independent)	102
MCDONALD, James	41
PHILLIPS, Gray	25
WELLS, Manuwai	483

(0 informal votes and 6 blank votes)

I therefore declare Manuwai WELLS elected.

Dated at Kaikohe, 24 May 2018

Dale Ofsoske, Electoral Officer
Independent Election Services Ltd
for Far North District Council

PUBLIC NOTICE

Far North District Council
Te Kaunihera o Tai Tokerau ki te Raki

DECLARATION OF RESULT OF BY-ELECTION KAIKOHE-HOKIANGA COMMUNITY BOARD (SOUTH HOKIANGA SUBDIVISION)

I declare the result of the by-election held on 14 September 2018 for one member of the Kaikohe-Hokianga Community Board (South Hokianga Subdivision) to be as follows:

CANDIDATE:	VOTES RECEIVED:
GRAY, Mervyn	152
HESSELL, Alan Philip	312
HOHUA, Fred	160
PHILLIPS, Amanda (Independent)	146
RAMEKA, Collin (Independent)	71

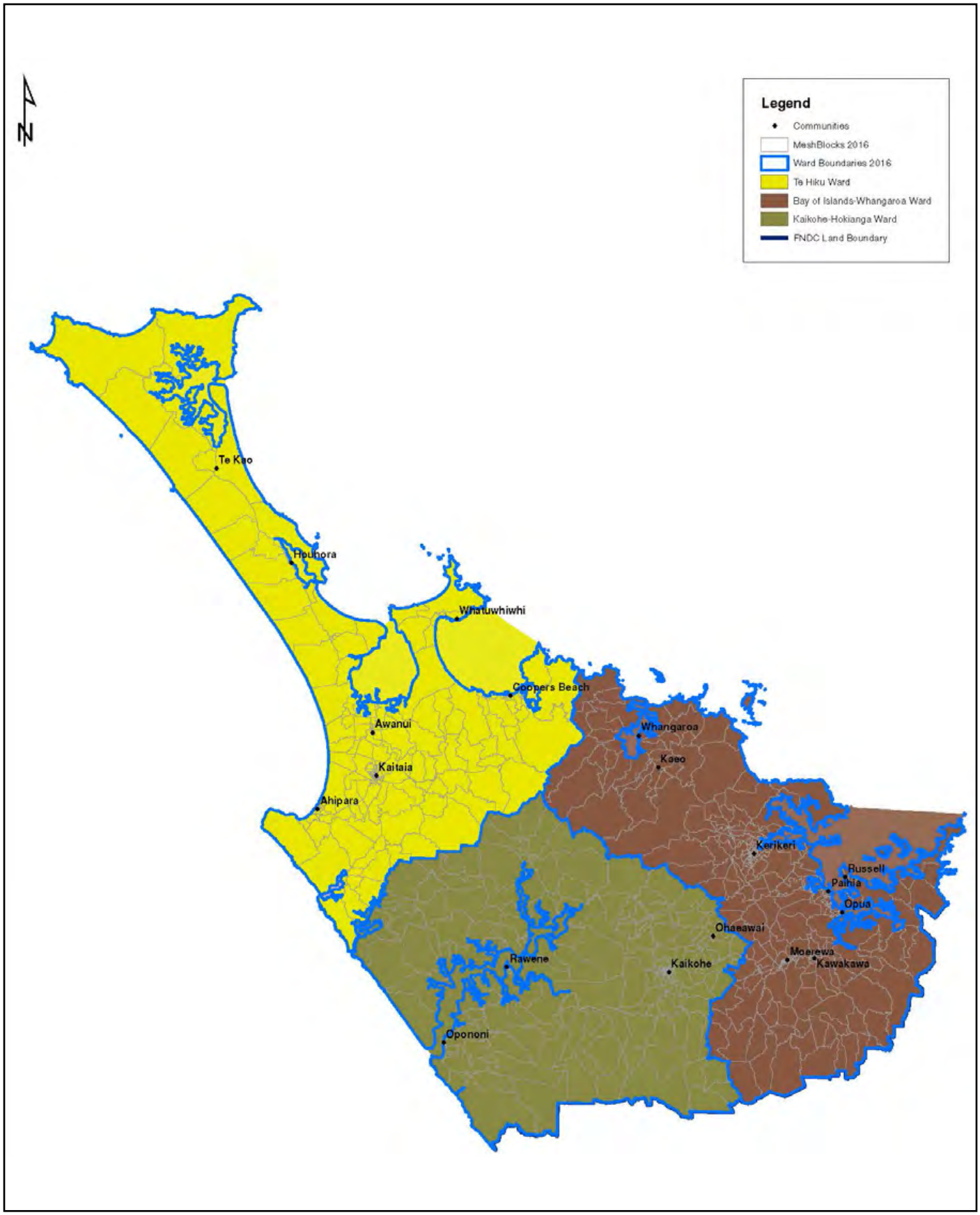
(1 informal vote and 2 blank votes)

I therefore declare Alan Philip HESSELL elected.

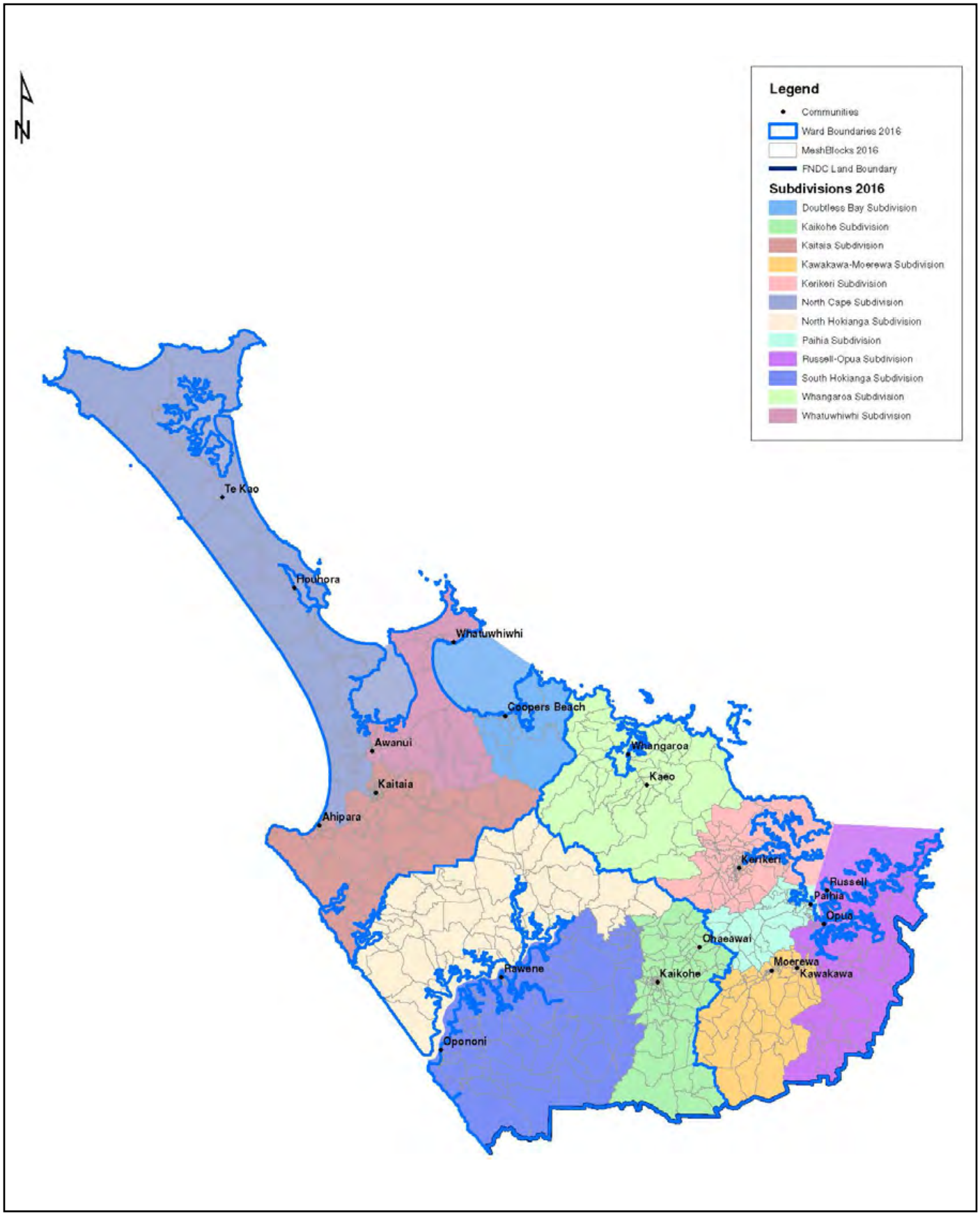
Dated at Kaikohe, 14 September 2018

Dale Ofsoske, Electoral Officer
Independent Election Services Ltd
for Far North District Council

Far North District Council Wards 2019



Far North District Council Community Boards and subdivisions 2019



Far North District Council
Te Kaunihera o Tai Tokerau ki te Raki

Council and community boards

Community boards

Far North District Council consists of a mayor, nine councillors and 19 community board members.

There are three wards and three community boards with subdivisions:

Te Hiku Ward (3 councillors)

Te Hiku Community Board (6 members) made up of:

- North Cape Subdivision (1 member)
- Doubtless Bay Subdivision (1 member)
- Kaitaia Subdivision (3 members)
- Whatuwhiwhi Subdivision (1 member)

Kaikohe-Hokianga Ward (2 councillors)

Kaikohe-Hokianga Community Board (6 members) made up of:

- North Hokianga Subdivision (1 member)
- South Hokianga Subdivision (2 members)
- Kaikohe Subdivision (3 members)

Bay of Islands-Whangaroa Ward (4 councillors)

Bay of Islands-Whangaroa Community Board (7 members) made up of:

- Whangaroa Subdivision (1 member)
- Kerikeri Subdivision (3 members)
- Russell-Opua Subdivision (1 member)
- Kawakawa-Moerewa Subdivision (1 member)
- Paihia Subdivision (1 member)

Council is also required to appoint one council representative (councillor) to each community board (from the respective ward).

Ultimate responsibility for all the district council's activities rests with the council. The council decides the range of services and activities to be provided, sets the policy for these services and activities, delegates to community boards, committees and staff and the staff implement these decisions. The staff also provide professional advice to council, committees and community boards.

While the council has at times considerable freedom and opportunity to exercise its initiative in deciding its aims and policies, it must do this within the laws, regulations and requirements set down by the central government.

Most services are provided through contracts with outside entities. Decision-making for council, committees and community boards occurs through a programme of formal meetings. The council, its standing committees and community boards meet regularly, and will also hold informal workshops as required.

The council has the responsibility for making decisions to be implemented by the chief executive. As a general rule, this is done through the formation of policy. The day-to-day administration of the council's affairs is carried out by the staff through the chief executive. The chief executive is employed by the council and employs all other staff.

Council

Council reviews its committee structures after each triennial election. Currently council has the following governance structure of standing committees and community boards:

- Audit, Risk and Finance Committee;
- Infrastructure and Network Committee:
- Goverance and Strategic Relationships Committee;
- District Licensing Committee;
- Creative Communities Fundings Assessment Committee.

For more information about these, please see our Local Governance Statement, available online at www.fndc.govt.nz, or at any council service centre or library.

Community boards

The community boards are constituted under section 49 of the Local Government Act 2002, and their role as set out in section 52 is to:

- represent and act as an advocate for the interests of their community;
- consider and report on any matter referred to it by the 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;
- undertake any other responsibilities delegated by council.

Accountability

Local Government Act 2002

The Local Government Act 2002 is the key piece of legislation that sets out the responsibilities of local government. In particular it sets out the way local government engages, plans, and reports to communities.

The legislation is based on the conviction that sustainable, effective, responsible, responsive, and accountable local government is fundamental to achieving the long-term interests of communities.

For example, section 10 of the Act says that the purpose of local government is:

- "To enable democratic decision-making and action by, and on behalf of, communities;
- To meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses."

However, the Act also recognises that local government on its own cannot deliver long-term interests for communities – this requires collective partnerships between district and regional governance, local organisations, central government agencies and the community.

While the Act requires councils to provide traditional services (such as public water or sewerage disposal) it also enables councils to undertake new activities, provided the community it serves agrees. For example, in promoting the interests of the community, councils are encouraged by the Act to identify overall long-term priorities and to decide what to do about them – or in other words, to plan for a sustainable future. Central to this new principle is the requirement to adopt a Long Term Plan (see more information on this below).

Accountability of the council

Accountability of the council is also maintained through:

- triennial local authority elections;
- the Local Government Official Information and Meetings Act 1987 which promotes the open conduct of local authority meetings and prescribes rights of access to information;
- scrutiny of council decisions and activities by the press, the public, the Ombudsman, the Controller and Auditor-General, the Parliamentary Commissioner for the Environment and the Privacy Commissioner;
- scrutiny by a review authority appointed by the Minister of Local Government, where it is considered that there has been serious mismanagement.

Long term plan (LTP)

A LTP sets out a council's priorities over the medium to longer term. It explains how a council intends to contribute to community interests over the life of the plan. The plan covers at least a 10-year period, with the first three years in detail (each new LTP will be written in the middle year of the council trimester). A LTP describes the council's activities, and how these activities are to be funded. It provides a basis for decision-making and accountability, and an opportunity for public participation in the decision-making process.

A LTP differs from the Annual Plan, as there is more emphasis on determining community expectations through public consultation, long term strategic planning, and robust Activity (or Asset) Management Plans (also known as AMPs, these plans set out how a council will manage in the long term the assets associated with an activity, including the identification of maintenance requirements, service levels, and related costs). The purpose of a LTP is to articulate and align council activities with what the community needs and can afford.

Plans

The Local Government Act 2002 requires council to produce a number of documents that illustrate what it does on a year-by-year basis, and how it will report back to the community on its progress. These are:

LTP -	must be produced every three years. Consultation for community outcomes must take place every 6 years.
Annual Plan -	must be produced in the intervening years between LTPs. Every third year the annual plan is embedded in the LTP.
Annual Report -	must be produced every year.

Raising matters with council

Contacting council

There are three main ways for citizens to put matters of concern before the district council:

- report faults/queries to council (call centre 0800 920 029, from cell phones (09) 401 5200);
- talk to a community board member, councillor or the mayor;
- ask to present your case to the community board, committee or council.

Contact address for the Far North District Council is:

Private Bag 752
Kaikohe, 0400

There are service centres throughout the district, located as follows:

- Kaikohe, Memorial Avenue (Private Bag 752, Kaikohe, 0400);
- Kaeo, Leigh Street (Private Bag 752, Kaikohe, 0400);
- Kaitaia, Te Ahu, corner Matthews Avenue and South Road (Private Bag 752, Kaikohe, 0400);
- Kawakawa, Gillies Street (Private Bag 752, Kaikohe, 0400);
- Kerikeri, Kerikeri Road (Private Bag 752, Kaikohe, 0400);
- Rawene, Parnell Street (Private Bag 752, Kaikohe, 0400);

Website: www.fndc.govt.nz
Email: ask.us@fndc.govt.nz

Mayor

Far North District Council has a mayor, who is elected by all electors in Far North District.

The mayor is the presiding member of the council and is a member of all committees.

The mayor is also a Justice of the Peace for the time they hold office as mayor. There is no job description for the position of mayor nor are the mayor's duties set out fully in legislation.

By way of custom and practice, the following duties have generally evolved as the responsibility of the mayor of Far North District:

- presiding at council meetings;
- attending and participating at meetings of committees and working parties;
- reading agenda and other materials before meetings;
- leading the council and co-ordinating council political activity;
- speaking on behalf of the council;
- representing the council on related organisations, where appointed;
- attending and participating at conferences and seminars;
- attending to complaints and enquiries from members of the public;
- presiding at civic ceremonies;
- hosting visiting groups, including overseas delegations.
- attending and speaking at local functions, sometimes opening them;
- declaring a state of civil defence emergency in the district if the need arises;

Before commencing duties, the mayor is required to make a declaration.

Elected members

As per the mayor, there is no defined job description for elected members (councillors or community board members). Some elected members will have roles in addition to those of others.

The deputy mayor, who is elected by the members of the council, at the inaugural meeting, is required to deputise for the mayor whenever the mayor is absent or unavailable. This includes chairing meetings of the council and attending to other mayoral duties.

Some councillors are elected by the members of the council as chairperson of a council committee. Committee chairpersons are responsible for chairing meetings of their committees, and also for assisting in the preparation of order papers (agenda) for their committee meetings. Chairpersons also tend to be required to become familiar with issues within their respective portfolios.

Community board chairpersons are appointed by a majority vote of community board members and have a similar role to committee chairpersons with regard to their community board.

The duties of elected members, as established by practice and custom, include:

- attending and participating at meetings and workshops of the council, committees, and working parties;
- reading agenda and other materials before meetings;
- attending to enquiries from members of the public;
- attending and hosting civic functions;
- representing the council on related organisations, where appointed;
- attending and participating at community meetings;
- attending and participating at conferences and seminars.

Before commencing their duties, elected members are required to make a declaration.

It is difficult to provide guidance on the time required in being an elected member. Whilst the workload of members varies from person to person, the workload of councillors normally includes involvement in committees, working parties and community groups and a large amount of background reading. Councillors should be prepared to commit a significant amount of time to their responsibilities and committee chairpersons even more time. Community board members will not need as much of a time investment, but community board chairs do have a significant workload.

Member interests

Prospective candidates

Prospective candidates should take time to acquaint themselves with the requirements of the Local Authorities (Members' Interests) Act 1968.

This is available online at www.legislation.govt.nz

Under section 3 of the Act, elected members may not be concerned or interested in contracts made by the council when payments made for the contracts entered into during a particular year exceed $25,000 including GST. (Note that in this context, 'interest' or a concern in the contract means a material benefit.) That amount may only be exceeded if the council has either obtained the prior approval of the Audit Office or, in special circumstances, obtained retrospective approval. When payments exceed $25,000 or any other approved amount, the elected member concerned is automatically disqualified from office. They also commit an offence if they continue to act as a member.

Under section 6 of the Act, elected members may not discuss or vote on any matter in which they have a pecuniary interest (other than an interest in common with the public) when it is being considered by the council, a committee or community board. Elected members failing to observe this prohibition commit an offence and can be prosecuted. Conviction can lead to disqualification of office.

When a matter is raised at a meeting of the council, a committee or community board in which a member has a pecuniary interest, the member prohibited from voting or discussing the matter must declare the pecuniary interest. The fact of that disclosure and abstention from discussion and voting on it is also recorded in the minutes. While it is not necessary to withdraw from the meeting, it is good practice to do so.

Inaugural briefing

Successful candidates

The successful candidates will take office on the day after the electoral officer gives his official notification of the result of the election. However, no person is permitted to act as a member of the council or community board before making a declaration. This declaration will be made at inaugural meetings, which are usually held in early November.

The business to be conducted at these meeting will include:

- the making and attesting of declarations required of the mayor, councillors and community board members. Traditionally, this has been a ceremonial occasion;
- in the case of council, the election of a deputy mayor, and in the case of a community board, the election of the chairperson;
- a general explanation of the Local Government Official Information and Meetings Act 1987 and other laws affecting elected members;
- the fixing of the date and time of the first ordinary meeting of the council or community board, or the adoption of the schedule of ordinary meetings;
- items of general business, if any.

The declaration required is as follows:

Declaration by mayor, councillors or community board member.

I declare that I will faithfully and impartially, and according to the best of my skill and judgement, execute and perform, in the best interests of Far North District, (or community), the powers, authorities, and duties vested in or imposed upon me as mayor (or as a member) of the Far North District Council, (community board), by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act.

Induction

Induction briefings

Before the elections in October 2019, prospective candidates may find it useful to familiarise themselves with the work undertaken by council committees and community boards. They are welcome to attend meetings of the council committees or community boards and, on request, can view copies of order papers from the service centres and libraries.

To assist newly elected members in learning about their role and responsibilities, an induction programme will be carried out. A detailed programme of this induction will be sent out as soon as the official election results are known.

Members elected to the council/community boards are expected to know or learn about:

- the council's administrative system as it applies to them. This includes meeting procedures, and services and facilities for elected members;
- the organisation of, and services provided by, the council;
- the roles of elected members and officers respectively;
- how to handle complaints and enquiries from constituents;
- a working knowledge of the relevant statutory law.

During their term, elected members may have the opportunity to attend conferences, seminars and be given other training opportunities.

Northland District Health Board

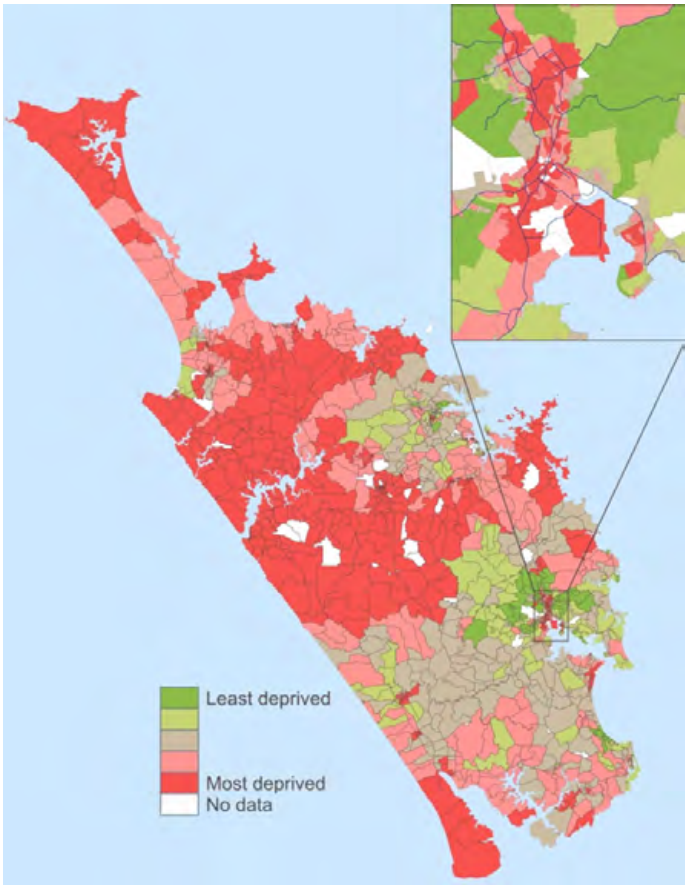
Population

Total population in Northland in 2019 is 177,500 and is projected to be 189,300 in 2029.

Over half of the population (about 92,000) live in Whangarei District, the rest in Far North District (about 63,000) and Kaipara District (about 23,000).

Northland's population is about 35% Māori.

Health need and deprivation



Northland has one of the most deprived populations in the country, as indicated by the predominance of red shadings on the 2013 map.

62% of our population is in the lowest 2 quintiles, compared with the New Zealand figure of 40%.

Within Northland, the most deprived District Council area is Far North, with 74% of its residents in the lowest 2 quintiles, compared with Far North 53% and Far North 65%.

Northland DHB

Northland DHB is responsible for both providing and funding health services from the money allocated by Government through Vote:Health. Northland DHB provides strategic oversight for health and disability services in Northland by identifying needs, setting priorities, and allocating funding.

Services provided by Northland DHB consist of:

- the hospitals in Far North, Kaitaia, Kawakawa and Dargaville
- Community, Dental and Public Health Services which provide primary care, health promotion and health protection services.

Northland DHB also oversees about 261 contracts with about 132 non-government organisations (NGOs) and monitors their performance. NGOs include private providers (including GPs, pharmacists and other primary care providers), Māori providers, mental health service providers, disability support service providers and aged care providers. In 2018/19 Northland DHB's total revenue was $683m

Northland's planning and funding process

Analysing health need

Northland DHB's planning and funding role involves assessing needs within our population, and allocating funding to improve health status and reduce inequalities. We focus on those with higher health need such as Māori, older people, children and youth and those with long term health conditions. Our priorities must remain consistent with national priorities. We continually gather data about the health status of our communities to ensure we have up-to-date information on the health needs of Northlanders.

Development of plans

Northland DHB has an Annual Plan (AP) for each financial year that sets out our intentions for meeting national and regional priorities for health service delivery. The AP can be found on our website; www.northlanddhb.org.nz

Prioritisation of health services

Northland DHB uses a process based on the "Triple Aim, concept (set out in the NHSP) to assess how we fund and deliver health services. The criterion includes:

- *Population health* – improving the health of Northlanders and reducing health inequalities.
- *Patient experience* – patients and whanau experiencing clinically and culturally safe, good quality, effective, efficient and timely care.
- *Value and sustainability* – the Northland health system living within available funding by improving productivity and prioritising resources to their most effective uses.

Monitoring and evaluation

Once funding is allocated, contracts are monitored by Northland DHB.

Far North District Council
Te Kaunihera o Tai Tokerau ki te Raki

TRIENNIAL ELECTION

12 October 2019

APPOINTMENT OF SCRUTINEER

The Electoral Officer
Far North District Council
C/- Independent Election Services Ltd
PO Box 5135
Wellesley Street
Auckland 1141

Email: info@electionservices.co.nz

I _____, a candidate for the office of

_____, for the election being on

Saturday 12 October 2019, hereby appoint _____

as my scrutineer.

_____
Signature of candidate

_____
Date

NOTE: This letter must be returned to the electoral officer or deputy electoral officer no later than 24 hours before the close of voting (i.e. by noon Friday 11 October 2019).

Far North District Council
Te Kaunihera o Tai Tokerau ki te Raki

RETURN OF ELECTORAL DONATIONS AND EXPENSES

(Under section 112A of the Local Electoral Act 2001)

I, _____ a candidate for Far North District Council

at the election held on 12 October 2019, make the following declaration:

PART A: RETURN OF ELECTORAL DONATIONS (inclusive of GST)

I, make the following return of all electoral donations received by me that exceed $1,500:

Set out the following details in respect of every **electoral donation** received (other than an anonymous electoral donation) that, either on its own or when aggregated with all other donations made by or on behalf of the same donor for use in the same campaign, exceeds $1,500 in sum or value:

- the name of the donor;
- the address of the donor;
- the amount of the donation or, in the case of aggregated donations, the total amount of the donations;
- the date the donation was received or, in the case of aggregated donations, the date that each donation was received.

NB: Section 103A Local Electoral Act 2001 defines "donation" as money or the equivalent of money or of goods or services or of a combination of those things used in the candidate's election campaign over $300 in value. It excludes labour and goods and services that are provided free of charge reasonably valued at $300 or less.

NAME and ADDRESS of DONOR	DESCRIPTION (include goods or services)*	DONATION	
		Date received	*Amount*
	* set out here if the donation is funded from contributions	Total	

Set out the following details in respect of every **anonymous electoral donation** received that exceeds $1,500:

- the date the donation was received;
- the amount of the donation;
- the specific election campaign to which the donation was designated (see top of page);
- the amount paid to the electoral officer and the date the payment was made.

NB: Section 103A Local Electoral Act 2001 defines "anonymous" as a donation made in such a way that the candidate who receives the donation does not know the identity of the donor, and could not, in the circumstances, reasonably be expected to know the identity of the donor.

ANONYMOUS DONATION		DESCRIPTION (include goods or services)	PAID TO ELECTORAL OFFICER	
Date received	*Amount*		*Date paid*	*Amount*
Please turn page for more Electoral donations, Electoral Expenses and Declaration			Total	

In the case of any **electoral donation funded from contributions**, set out the following details in respect of each contribution that, either on it's own or when aggregated with other contributions made by the same contributor to the donation, exceeds $1,500 in sum or value:

- the name of the contributor;
- the address of the contributor;
- the total amount of the contributor's contributions made in relation to the donation.

NB: Section 103A Local Electoral Act 2001 defines "contributions" as money or goods or services that have been given to a donor to fund, be applied to, or included in an electoral donation (for example, contributions to trust funds or a fundraising collection).

NAME and ADDRESS of CONTRIBUTOR	DESCRIPTION (include goods or services)*	DONATION	CONTRIBUTION
		Date received	*Amount*
* set out here the electoral donation this contribution applies to.		Total	

PART B: RETURN OF ELECTORAL EXPENSES (inclusive of GST)

I make the following return of all electoral expenses incurred by me:

Set out the following details in respect of every electoral expense incurred by or on behalf of the candidate at the election in respect of any electoral activity:

- the name and description of every person or body of persons to whom any sum was paid;
- the reason that sum was paid.

Sums paid for radio broadcasting, television broadcasting, newspaper advertising, posters, pamphlets etc must be set out separately and under separate headings.

NAME and DESCRIPTION	REASON for EXPENSES	EXPENSES PAID
	Total	

Dated at _____ this _____ day of _____ 2019.

Signature _____

THIS FORM IS REQUIRED TO BE COMPLETED (**EVEN IF IT IS A NIL RETURN**) AND PROVIDED TO THE ELECTORAL OFFICE, PO BOX 5135, WELLESLEY STREET, AUCKLAND 1141, **BY 13 DECEMBER 2019.**

NOTE: RECEIPTS ARE **NOT** REQUIRED TO BE RETURNED WITH THIS FORM. PLEASE RETAIN THESE FOR YOUR RECORDS.

Notes

Far North
District Council
Te Kaunihera o Tai Tokerau ki te Raki

election services

Far North District Council

Te Kaunihera o Tai Tokerau ki te Raki