



Election protocols for Elected Members

The 2025 local government elections are on Saturday 11 October.

These protocols provide guidance to elected members seeking re-election and are based on the Office of the Auditor General's guidelines.

Understanding relevant legislative rules and Council protocols is essential because they safeguard Council decisions from potential challenges and protect both the Council and elected members from electoral disputes. Additionally, they play a key role in maintaining public confidence in the fairness and transparency of the election process.

Key considerations for elected members seeking re-election

- As an elected member, you will continue to participate in Council or community board decision-making while simultaneously campaigning for re-election.
- It is essential to differentiate between your role as a sitting elected member and as a candidate.
- Council resources must not be used for any election-related activities.
- Election campaigning must be conducted independently, outside of Council activities.

Things to be aware of:

1. Continuation of Council operations

Council operations proceed as usual during the pre-election period. Elected members retain their right to govern and make decisions. If standing for re-election, you must clearly distinguish between your responsibilities as an elected member and your campaign activities as a candidate.

2. Use of Council resources

Council resources must solely be used for Council purposes and cannot be used for election-related activities. This includes, but is not limited to, Council computers, devices, phones, social media channels, email addresses, publications, branding, and staff support. Election activities at Council facilities are only permitted if the facilities are open for hire by the general public and the candidate complies with the standard terms of use.

3. Social media

Council-managed social media accounts are considered Council resources and must remain politically neutral. You must adhere to social media guidelines at all times.

4. Access to information

You will continue to have access to the information necessary to fulfill your duties as an elected member. However, Council staff will not assist with election-related activities. Information requests can be made, but responses may be made available to all candidates.

5. Breaching protocols

The Office of the Auditor-General is interested when there are allegations of misuse of council resources. The Electoral Officer will investigate when there are reports that an activity may be contrary to the Local Electoral Act 2001. A complaint may be made pursuant to the Council's Code of Conduct and investigated accordingly. In serious cases, the integrity of the electoral process may be undermined that would give rise to a legal challenge on the validity of the result.

Application and further guidance

These protocols are particularly important in the official pre-election period three months before the local election, starting on Friday 11 July. Ultimately, it is your responsibility as an elected member seeking re-election to ensure your actions align with these protocols.

If you are unsure whether an action or request breaches these protocols, seek advice from the Electoral Officer Warwick Lampp, iro@electionz.com, the Deputy Electoral Officer Jo Daly, elections@ccc.govt.nz or Helen White, General Counsel / Director of Legal & Democratic Services.

Key dates:

4 JUL Nominations open **11 JUL** Pre-election period begins **1 AUG** Nominations close **9 SEP** Voting opens **11 OCT** Election Day

For more information visit:

ccc.govt.nz/elections