

INTRODUCTION

This by-election covers the extraordinary vacancy for one member to represent the **Akaroa Community Subdivision** of the Te Pātaka o Rākaihautū Banks Peninsula Community Board. The extraordinary vacancy has arisen from the recent death of community board member Nigel Harrison.

A full candidate handbook was produced for the 2025 local body elections. The handbook covers information for candidates including a description of the roles of elected members, governance responsibilities, remuneration, and the council structure, along with information about candidate eligibility, campaigning requirements and election offences. This handbook is available online at ccc.govt.nz/elections or on request from the deputy electoral officer on 03 941 8581 or 027 236 9052 or elections@ccc.govt.nz.

This candidate information sheet lists details specific to this by-election.

ELECTORAL STAFF DETAILS

The electoral officer for this by-election is Warwick Lampp. Warwick is based in Tauranga and works for election management company electionz.com Ltd. The electoral officer can be contacted by phone **0800 666 048** or email iro@electionz.com.

The deputy electoral officer for this by-election is Jo Daly. Jo is the Council Governance Advisor and can be contacted on **03 941 8581** or **027 236 9052** or elections@ccc.govt.nz.

REMUNERATION

Community Board	Position	Annual Salary
Te Pātaka o Rākaihautū Banks Peninsula	Member	\$11,821

MEETING FREQUENCIES & TIME COMMITMENTS

The amount of time each elected member spends on local authority business is personal and depends on their own circumstances. Depending upon the role, the time commitment may be significant.

Elected members need to be aware of the impact that can occur on families as a result of being elected as a community board member. This can range from needing to take time off work to attend meetings, to attending night meetings, receiving telephone calls at various times of the day and night, or being asked to address issues at any time when in public. Some members of the community see elected members as being available 24 hours, seven days a week.

The time requirements for community board members is estimated to be between 10 and 20 hours per week.

Te Pātaka o Rākaihautū Banks Peninsula Community Board meetings are currently held monthly, with separate briefing time scheduled. Information about the Te Pātaka o Rākaihautū Banks Peninsula Community Board is available on the Council's website: <https://letstalk.ccc.govt.nz/te-pataka-o-rakaihautu-banks-peninsula-community-board>

BY-ELECTION TIMETABLE

Thursday 5 March 2026	Public Notice of By-election (Council website) NOMINATIONS OPEN ELECTORAL ROLL OPENS
Monday 9 March 2026	Election signage (hoardings) permitted to be put up
Thursday 2 April 2026	NOMINATIONS CLOSE AT 12 NOON* PRELIMINARY ELECTORAL ROLL CLOSES
As soon as practical after 2 April 2026	Public notice (Council website) of confirmed candidates and whether an election is required. <i>*if only one nomination is received an election will not be held. The notice will declare the candidate elected unopposed.</i>
IF AN ELECTION IS REQUIRED	
Monday 11 May 2026	DELIVERY OF VOTING DOCUMENTS COMMENCES Voting and special voting open Progressive roll scrutiny Early processing period starts
Thursday 11 June 2026	Election signage must be removed by midnight
Friday 12 June 2026	ELECTION DAY Voting closes 12 noon – counting commences Progress results and preliminary results available as soon as practicable
Monday 15 June 2026	Final declaration of results
By Friday 7 August 2026	Candidate return of electoral donations and expenses forms due

Nominations must be in the hands of the Electoral Officer/Official before: 12 noon on Thursday 2 April 2026

CANDIDATE PROFILE STATEMENT AND PHOTO REQUIREMENTS

The Local Electoral Act allows for candidate profile statements (CPS) to be provided by each candidate with the nomination paper. If an election is required these are then collated by the electoral officer and forwarded to electors in a sheet or booklet with the voting papers. Refer also to the details listed in appendix 1 of the candidate handbook.

Candidate profile statements are limited to 150 words and should be provided electronically via e-mail or on data stick/media drive as a MS Word document that has been spell checked.

Candidate profile statements are governed by sections 61 and 62 of the Act. Profiles must be provided at the same time as the nomination document, but should also be emailed to the deputy electoral officer, Jo Daly at elections@ccc.govt.nz.

CANDIDATE PHOTOS

Candidates may also submit a photograph for inclusion with the candidate profile statement in the sheet or booklet that will accompany the voting papers. Photos must be recent (taken within the last 12 months), be submitted in JPEG format electronically via email or on data stick/media drive and be provided at the same time as the candidate profile statement and nomination.

Note: The onus is on the candidate to ensure that all nomination documents including the profile statement and photo are submitted to the deputy electoral officer/electoral official by 12 noon on Thursday 2 April 2026.

CANDIDATE ELIGIBILITY

Full eligibility criteria for this by-election is detailed on the reverse of the nomination form and in the 2025 Candidate handbook. In summary, candidates do not need to reside within the Akaroa Community Subdivision of the Banks Peninsula ward, but must be a New Zealand citizen and enrolled as a parliamentary elector in New Zealand and be nominated by two electors who are enrolled as electors of the Akaroa Community Subdivision of the Banks Peninsula ward.

CAMPAIGNING

Full details on the rules associated with campaigning for this by-election are listed in the Candidate handbook. All candidates should refer to the handbook to familiarise themselves with those restrictions. The following is a summary of the main criteria to be aware of:

1. Campaigning can commence anytime but must cease by the close of voting, 12 noon Friday 12 June 2026.
2. No election material can contain any untrue statement defamatory of any candidate and calculated to influence the vote of any elector or include an imitation voting paper 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.

ELECTION ADVERTISING

Election advertising, using any media including social media, must identify the person under whose authority they have been produced, as per sections 113 and 114 of the Local Electoral Act 2001.

This means that for hoardings, posters, billboards, social media, advertisements etc, each candidate must include a statement saying that it is authorised by the candidate (or their agent), i.e. "Authorised by Bill Citizen, 20 Main St, Samptown."

The address requirements of an advertisement authorisation statement can be met by providing—

- a residential or business address; or
- an email address; or
- a post office box number; or
- a phone number; or
- a link to a page on an Internet site (if the page contains 1 or more of the above).

ELECTION SIGNS

Any candidate considering placing election signage as part of their campaign activity should refer to pages 35 and 36 of the 2025 Candidate handbook. Election signage within the rules is permitted from Monday 9 March until midnight on Thursday 11 June 2026.

CAMPAIGNING EXPENDITURE LIMITS

Candidates are required to keep records of all campaign expenses and donations, and at the end of the election period, all candidates are required to submit to the electoral officer a summary of donations received and expenditure made on campaigning. For this by-election, the maximum any candidate can spend on campaigning activity is \$3,500 (inclusive of GST).

LODGEMENT OF NOMINATION FORMS

Nominations must be made on the official nomination form. Nominations documents for this by-election can be lodged before 12 noon on Thursday 2 April 2026:

- Submitted in person to a member of the Elections Team, at Christchurch City Council Civic Offices, 53 Hereford Street; or
- Emailed to elections@ccc.govt.nz

A nomination will not be processed until all documents have been submitted at the same time. Along with the nomination form, each candidate must also:

- Pay the \$200 (inclusive of GST) nomination deposit
- Submit the candidate profile statement of up to 150 words to be used for this by-election
- Submit the photo to be used for this by-election
- Submit evidence of NZ citizenship.

CANDIDATE WITHDRAWALS

A candidate can withdraw their nomination by application to the Electoral Officer up to the close of nominations i.e. 12 noon, Thursday 2 April 2026.

Candidates **cannot** strategically or politically withdraw their nomination after the nomination period has closed. Candidates may only withdraw after the close of nominations for medical reasons, i.e. incapacity.

A medical certificate must be provided for a withdrawal notice to be accepted by the Electoral Officer after the close of nominations. An application can be made by a candidate or an agent on their behalf, and must be signed by a solicitor or Justice of the Peace.

A candidate considering withdrawing must discuss this with the Electoral Officer as soon as possible.