WAIMAKARIRI DISTRICT COUNCIL

INFORMATION SHEET

2027 RANGIORA-ASHLEY COMMUNITY BOARD BY-ELECTION (RANGIORA SUBDIVISION)

INTRODUCTION

This by-election covers the extraordinary vacancy for one Community Board Member to represent the **Rangiora Subdivision** of the **Rangiora-Ashley Community Board**. The extraordinary vacancy has arisen from the recent passing of Robbie Brine.

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 Community Board Members and the council structure, along with general information about candidate eligibility, campaigning requirements, election offences etc. A copy of that handbook is available from the council office or by request from the Electoral Officer on **0800 666 048**. It can also be viewed online at **www.waimakariri.govt.nz/council/local-body-elections** This information sheet lists details specific to this by-election.

ELECTORAL STAFF DETAILS

The electoral officer for this by-election is Anthony Morton. Anthony is based in Christchurch and works for the election management company electionz.com Ltd. The electoral officer can be contacted by phone to **0800 666 048** or email **vote@electionz.com**.

The deputy electoral officer for this by-election is Sarah Nichols. Sarah is the Governance Manager for the Council and can be contacted on **0800 965 468** or **021 679 063** or email **elections@wmk.govt.nz**.

REMUNERATION

Subdivision	Position	Remuneration
Rangiora	Community Board Member	$13,508 per annum

MEETING FREQUENCIES

The Community Board meets on the second Wednesday of the month in the ward area (generally at the Rangiora Service Centre). Meetings currently start at 7pm and can be up to 3 hours in duration. From time to time additional meetings or workshops are held.

The workload can vary from two to 20 hours per week for members, including time for reading of materials/agendas and community discussions.

All meeting agendas are distributed electronically and physically two working days before the meeting. All Community Board Members are expected to have read and understood all agenda items ahead of the meeting. Depending on the complexity of the agenda items, this can be a time-consuming task. The current schedule of meetings is available from www.waimakariri.govt.nz/council/meetings

SUMMARISED BY-ELECTION TIMETABLE

Tuesday, 24 November 2026	Public Notice of By-election NOMINATIONS OPEN PRELIM ROLL OPEN FOR INSPECTION
Tuesday, 22 December 2026	NOMINATIONS CLOSE (NOON) PRELIM ELECTORAL ROLL CLOSES
ASAP after 22 December 2026	Public notice (WDC website) of confirmed candidate(s) and whether election required.
IF ELECTION REQUIRED	
Tuesday, 29 December 2026	Election signs can be displayed (nine weeks prior to election day)
From Friday, 29 January 2027	DELIVERY OF VOTING DOCUMENTS COMMENCE Voting opens Progressive roll scrutiny Early processing period starts Special voting period starts
Tuesday, 2 March 2027	Election signs must be removed by midnight
Wednesday, 3 March 2027	ELECTION DAY Voting closes 12 noon – counting commences Preliminary results available as soon as practicable
By Thursday, 4 March 2027	Official declaration (by close of business)
By Saturday, 1 May 2027	Return of electoral expense forms required

Nominations must be in the hands of the Electoral Officer/Official before: 12 noon, Tuesday, 22 December 2026

Nominations will be received at the Rangiora Service Centre during business hours or electronically at above listed email addresses

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 notes listed in appendix 1 of the candidate handbook.

Candidate profile statements are strictly limited to 150 words and should be provided electronically via e-mail 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, Sarah Nichols at **elections@wmk.govt.nz**.

CANDIDATE PHOTOS

Candidates may also submit a photograph for inclusion with the candidate profile statement in the sheet to accompany the voting papers. Photos must be recent (taken within the last six months), be submitted in JPEG format and be provided at the same time as the candidate profile statement (and nomination). They should also be emailed to the deputy electoral officer along with the candidate profile statement.

Note: The onus is on the candidate to ensure that all nomination documents including the profile and photo are submitted to the deputy electoral officer/electoral official by 12 noon on Tuesday, 22 December 2026.

CANDIDATE ELIGIBILITY

Full eligibility criteria for this by-election is detailed on the reverse of the nomination form. In summary, candidates do not need to reside within the Rangiora Subdivision area, but must be a NZ citizen and enrolled as a parliamentary elector somewhere in New Zealand and be nominated by two electors of the Rangiora Subdivision.

CAMPAIGNING

Full details on the limitations associated with campaigning for this by-election are listed in the 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 day, i.e. 12 noon Wednesday, 3 March 2027.
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, must identify the person under whose authority they have been produced, as per sections 113-115 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 Jo Citizen, 20 Main St, Sampletown.”

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 page 27 of the 2025 candidate handbook.

CAMPAIGNING EXPENDITURE LIMITS

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 $14,000 (inclusive of GST). The Council do not contribute towards campaign costs or candidate expenses.

LODGEMENT OF NOMINATION FORMS

Completed nomination forms for this by-election must be lodged with the deputy electoral officer or electoral official at 215 High Street, Rangiora, or can be emailed to the Deputy Electoral Officer at **elections@wmk.govt.nz**, before midday Tuesday, 22 December 2026. Along with the nomination form, each candidate must also:

- Pay the $200 (inclusive of GST) election 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, Tuesday, 22 December 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.