

**TAKE OUR
DISTRICT TO
NEW HEIGHTS**

**KIA EKE
TE ROHE KI
TAUMATA KĒ**



*All you need to know about becoming a candidate.
Ko ngā mōhiohio kia tū hei kaitono pōti.*

ELECTIONS

 **QUEENSTOWN
LAKES DISTRICT
COUNCIL**

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A SNAPSHOT / HE TIROHANGA PAKU

OUR DISTRICT

The Queenstown Lakes District is a diverse landscape spanning 8,719 km². It includes Queenstown and Wānaka, and the smaller townships of Makarora, Hāwea, Luggate, Albert Town, Glenorchy, Kinloch, Cardrona, Kingston, and Arrowtown.

OUR REPRESENTATIVES

In the Queenstown Lakes District, we elect a ten member Council to represent our residents and ratepayers. This is made up of:

- > One Mayor
- > Six councillors for the Queenstown-Wakatipu ward
- > One councillor for Arrowtown ward
- > Three councillors for the Wānaka ward.



We also elect a four member community board in Wānaka. The three elected Wānaka councillors are also automatically appointed to the Board.

REPRESENTATIVE	WORKLOAD	SALARY
MAYOR	Full time (this will involve meetings and work after hours and on weekends)	\$118,079*
DEPUTY MAYOR	Full time (40 hours or more a week)	\$41,587*
COUNCILLORS (COMMITTEE CHAIRS)	Part time (this will involve a minimum 15 hours and at least one meeting a week)	\$39,070*
COUNCILLORS	Part time (minimum 15 hours and at least one meeting a week)	\$33,538*
WĀNAKA COMMUNITY BOARD MEMBERS	Part time (minimum 5-10 hours)	\$11,745*

*Current salaries – these figures are subject to change after the 2019 elections



ELECTIONS – THE NUTS AND BOLTS / KO NGĀ KŌWHIRINGA PŌTI – NGĀ TAIPITOPITO

IMPORTANT DATES

JULY

AUGUST

SEPTEMBER

OCTOBER

NOVEMBER

DECEMBER

NOMINATIONS

**NOMINATIONS
OPEN:**
8.00am on
Friday 19 July

**NOMINATIONS
CLOSE:**
midday on
Friday 16 August

VOTING

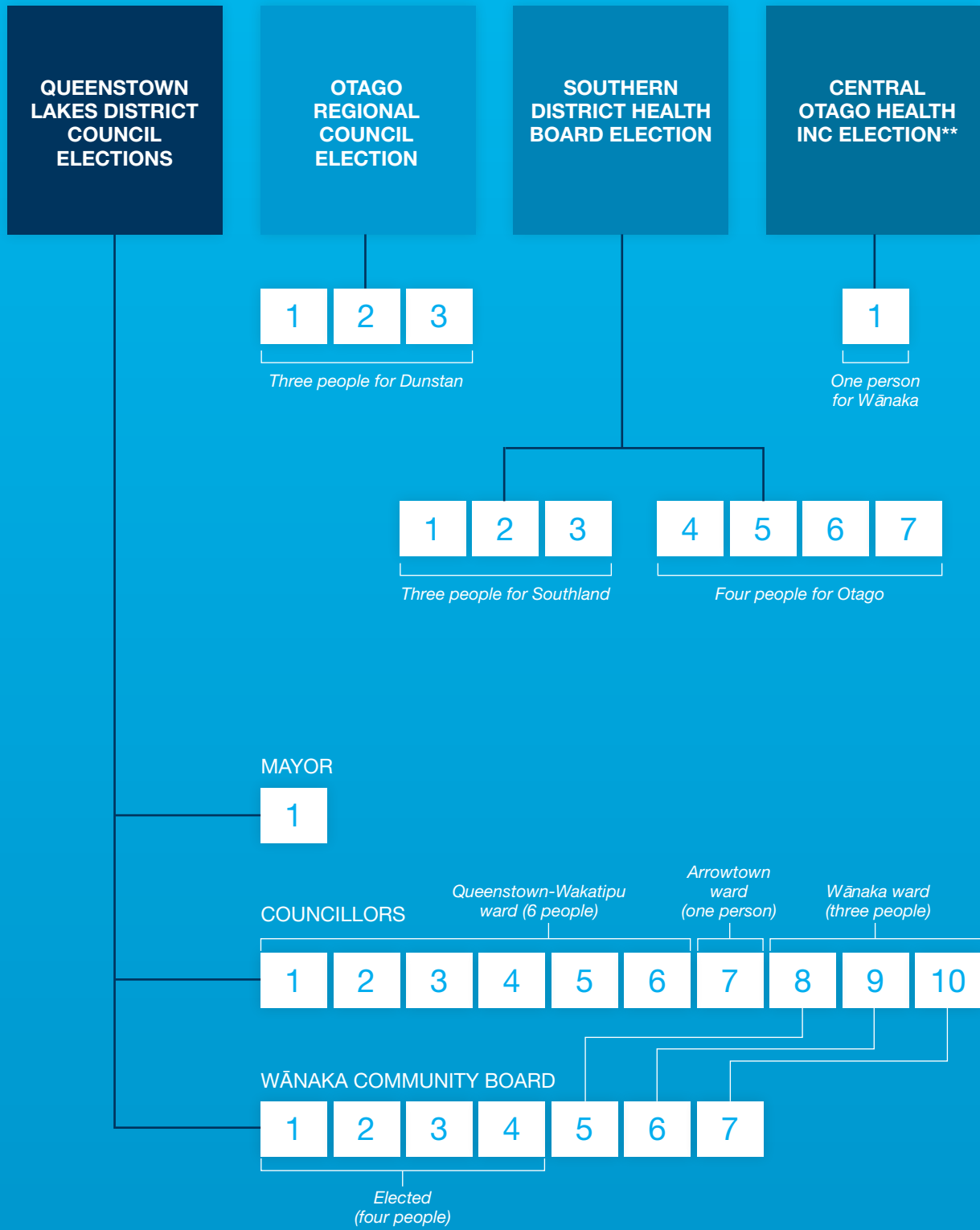
**POSTAL
VOTING
STARTS:**
Friday 20
September

VOTING CLOSES:
midday on Saturday 12 October

PRELIMINARY RESULTS:
roughly 1.00pm on Saturday 12 October
(based on about 98% of returned votes
having been counted)

OFFICIAL ELECTION RESULTS:
Thursday 17 October
(approximately)

WHAT ELECTIONS ARE TAKING PLACE



* Wānaka Ward Councillors are appointed members of the Wānaka Community Board

** This is for Wānaka - only people in the Wānaka ward are eligible to vote

KEY FACTS

How are elections carried out?

They will be conducted by postal vote (there currently is not an option to do online voting).

Who can be a candidate?

A candidate must be:

- > a New Zealand citizen (you will need to have proof of citizenship); and
- > a parliamentary elector (anywhere in New Zealand)

Why stand?

Deciding to become an elected member and to play a significant role in your local community is a big and rewarding decision.

By adding your voice into the mix, you will be taking an active role in the future of our district.

How do I stand?

You need to complete a nomination form and get two people to nominate you. They must be on the Electoral Roll for the ward you are standing for. You cannot nominate yourself.

You'll also need to pay a deposit of \$200 (this may be refunded depending on how many votes you receive).

During this step, you have the option of also submitting a recent profile photo and a 200 word statement for the Candidate Information Booklet which will be sent out with voting papers.

Nomination forms and more details can be found online at www.qldc.govt.nz/elections

How do I know if being an elected member is for me?

We recommend taking a look at the videos and content on the QLDC website first – www.qldc.govt.nz/elections. Then head along to a Council or Wānaka Community Board meeting to get a feel for what is involved. The meeting dates and agendas are all posted on the QLDC website.

We will also be holding Ask Me Anything drop-in sessions for potential candidates to chat to elected members. Dates and locations will be posted on the QLDC website.

How do I get people to vote for me?

Ensure you are getting your voice out there – people need to know who you are and what you stand for.

It is important to talk with people in your community early, so you can understand the key issues and how you can contribute.

From there you can:

- > establish the position you will take
- > determine if you will be an independent or with the backing of a political party
- > form a campaigning strategy

What methods can I use for campaigning?

You are able to use traditional methods such as signs and placards, door knocking, paid advertising (newspaper, radio, TV), and talking to the public at weekend markets. Social media can also be used but the QLDC Facebook, Instagram or Twitter sites cannot be used as channels for your campaign.

All advertising must clearly identify the full name of the person who has authorised them to be produced as well as their place of residence or business (please refer to section 113 of the *Local Electoral Act 2001*).

See *signage rules* on page 8.

What other resources can I look at?

There is a lot of information available on the QLDC website: www.qldc.govt.nz/elections.

The pre-election report in particular is worth a read-through. It is prepared by the Chief Executive - independent of the Mayor and Councillors - and provides a summary of financial and general information.

Additional sources include:

- > www.elections.org.nz/parties-candidates
- > legislation.govt.nz

HERE ARE THE KEY THINGS YOU NEED TO KNOW ABOUT SIGNAGE:

01

Signs can be placed on any residential zoned or business zoned land as well as Council approved sites (to view the list of approved sites, please head to: www.qldc.govt.nz/elections)

02

If you would like to place signs in other locations, these must be authorised by QLDC first – please speak to the Roding Operations Contract Manager on 03 441 0499

03

There are different rules for state highways. No signs are permitted on the rural state highway network but they are permitted on urban state highways with speed limits of 70 km/h or less. This is outlined in more detail in the Elections Signs Policy at: www.qldc.govt.nz/elections

04

Authorised signs can be put up two calendar months before the election but all must be removed before the election day (12 October 2019)

05

Signs must not look like road signage and cannot be larger than 3m²

06

You cannot have more than one sign in one location

For more details about where you can place your signs and the restrictions for SH6, please head to www.qldc.govt.nz/elections

LIFE AS AN ELECTED MEMBER / KO TE ORANGA HEI MEMA KUA PŌTITIA

ROSS MCROBIE ONE OF OUR CURRENT WĀNAKA WARD COUNCILLORS AND AN APPOINTED MEMBER OF THE WĀNAKA COMMUNITY BOARD, SHARES SOME INSIGHTS ON LIFE AS AN ELECTED MEMBER.

THE GROUND WORK

Q. What would you say to someone considering becoming a candidate?

A. I've had a very positive experience being an elected member. If you're considering becoming a candidate, I'd recommend doing the groundwork in the early stages. Talk to people ahead of time across all groups and across the whole district – not just for the area that you are in.

If you become an elected member you will be working hard for the whole district so you need to have a perspective that considers everyone.

Also, read up. In the six-eight months before I stood for Council, I read a lot of Council papers to get myself up to speed on the big issues and projects – essentially, what I'd likely be involved with.

FUTURE-FACING DECISION MAKING

Q. As an elected member, you're required to make decisions that take into account and balance the various needs and preferences of its residents. What insights can you share about the process?

A. You need to be a strong listener, have your own objective opinion, be thinking 20-30 years into the future, and know what the non-vocal majority want.

Also, the more information you have the better. It's vital to do research and background work on topics that you will be making decisions on.

We're elected in a democratic process and most of us are laypeople with regards to some of these topics so personally, I found the process around workshops and briefings extremely useful. They provide a chance to gain additional information and background ahead of Full Council, Committee and Community Board meetings where you will be required to make objective decisions.

***“I WAS A NEWCOMER TO
LOCAL GOVERNMENT
AND HAVE NO REGRETS
ABOUT THE DECISION TO
STAND FOR COUNCIL”***

- ROSS MCROBIE -



WORKLOAD

Q. Becoming an elected member is a considerable commitment – not only in terms of becoming a public figure but also in relation to hours put into the role. How do you juggle this with the rest of your life?

A. It is highly rewarding but you shouldn't underestimate how much time is involved. You will need to work around your other priorities, commitments, and work. Personally, I have never really counted the hours but I stretch the day to suit the life I live.

You will have time dedicated to formalities like attending meetings (i.e. Council, committee, community boards), attending workshops, familiarising yourself with agendas and reports.

But there will also need to be time dedicated to community engagements and activities. If you live in the Upper Clutha area, you will need to factor this in too as Council resources are primarily in Queenstown.

Q. What have you found useful to manage your time?

A. Some things I have found useful are:

- > Reading all papers three times – once as a skim read, twice as a detailed read, and third as a quick skim read on the day of a Council meeting to keep you fresh)
- > Not doing numbers work after 9pm
- > Talking to people over coffee and in their homes to stay on top of community thoughts and know where the issues are

COMMUNICATION

Q. As an elected member, you're able to make public statements expressing your personal opinion on matters before the Council. Do you have any tips for how to navigate this?

A. I recommend double-checking fact related questions with CEO, CFO, or Mayor first before making a statement. Fellow Councillors can also be very useful for bouncing ideas off as we all have different strengths. I'm from a financial background, whereas others have planning or community backgrounds.

It's also important to remember that as an elected member, you are working as a team with your fellow Councillors. You have to be able to express your own objective opinion but also be able to move on if your view doesn't get accepted or mooted.

Q. Elected members need to be able to relate to and empathise with a range of people in our community – with different cultural backgrounds and varying values and ideas. You also work closely with council employees and community stakeholders. How did you make this work?

A. There is a lot going on in our district right now and I have the utmost respect for QLDC staff – they have a major part to play in the running of the district and you should never underestimate the amount of work going on behind the scenes to get topics prepared for Council meetings.

I think it is crucial to **respect**:

- > Respect the work QLDC staff do

- > Respect the views of our fellow Councillors, and
- > Respect the views, backgrounds and needs of our community

All backgrounds are considered in every decision made as an elected member. Everyone wants to do stuff, can do stuff, and is doing stuff to make our district a better place to live.

LIFE IN THE PUBLIC EYE

Q. Becoming an elected member means you will be in the spotlight. What tips do you have for others considering standing?

A. Have an open mind and be professional. Show your interest in what people are doing - thank people for their comments, respect their comments and views, and respect people who come along and share.

Q. What training or support did you get?

A. Once elected, I took part in an intensive all-day induction programme that QLDC ran. It was a very good training ground because they ran through procedures, professionalism, governance, and the Local Government Act. The LGNZ is also a great resource to draw from.

Ross will be relocating out of the district to Otematata in September, so won't be standing for election in 2019.

FOR MORE DETAILS ABOUT LIFE AS AN ELECTED MEMBER, PLEASE TAKE A LOOK AT THE VIDEOS AND CONTENT ON OUR WEBSITE: WWW.QLDC.GOV.NZ/ELECTIONS

THE MAYOR / TE MEA

**IF ELECTED MAYOR,
YOUR ROLE IS TO LEAD
THE COUNCIL FOR THE
QUEENSTOWN LAKES
DISTRICT.**

You will represent the interests of the community, and lead Council in the development and the strategic direction of the district's long term strategies and work plans.

In addition to this, your main responsibilities will include:

- > presiding over Council to ensure business is carried out in a democratically responsible and orderly manner
- > developing effective relationships with peers and colleagues in neighbouring authorities, central government, Iwi and significant other interest groups
- > representing the interests and special features of the community to central government and nationally, attracting public and private funding and investment and major events to the district
- > representing and speaking on behalf of Council and acting as an advocate for it (i.e. through the media, in meetings and at events)
- > appointing and managing the performance of the Chief Executive
- > overseeing and supporting positive working relationships between Councillors, and recommending the appointment of Standing Committee Chairs

THE DEPUTY MAYOR / TE MEA TUARUA

**THE DEPUTY MAYOR IS
AN ELECTED COUNCILLOR
APPOINTED BY THE MAYOR
FOLLOWING THE ELECTION.**

In addition to the responsibilities of Councillor, you are authorised to chair meetings of the Council in the Mayor's absence.

You are also generally able to perform Mayoral functions and duties:

- > with the Mayor's consent at any time during the Mayor's temporary absence
- > without the Mayor's consent at any time while the Mayor is prevented by illness or other cause, or while there is a vacancy in the office of Mayor

THE COUNCIL / TE KAUNIHERA Ā-ROHE

**AS AN ELECTED
COUNCILLOR, YOU WILL
WORK TOGETHER WITH
THE NINE OTHER COUNCIL
MEMBERS AND MAYOR
TO MAKE DECISIONS
ON BEHALF OF THE
QUEENSTOWN LAKES
DISTRICT AS A WHOLE.**

Your responsibilities will include:

- > participating in developing a vision and strategic direction for the wider community, in consultation with stakeholders
- > providing input into and approving the strategies and plans of Council
- > consulting with community members on the development of Council's strategies and plans
- > participating in Standing Committees by being fully prepared and up to date on issues
- > representing Council as an appointed member of committees, working groups and organisations
- > participating in the appointment and performance management of the Chief Executive
- > developing positive working relationships with neighbouring local authorities, identifying opportunities for community and economic development and joint benefit

You will also need to be accessible to the community, assisting them to resolve problems by directing them to appropriate Council officials and following up where appropriate.



THE WĀNAKA COMMUNITY BOARD / TE POARI HAPORI KI WĀNAKA

THE WĀNAKA COMMUNITY BOARD REPRESENTS LOCAL COMMUNITY INTERESTS AND IS A CONDUIT BETWEEN THE COMMUNITY AND COUNCIL.

The purpose of the Board is to ensure:

- > ongoing community and economic development
- > effective stewardship of existing assets
- > sustainable management of the environment
- > prudent management of the local communities' financial resources

COMMUNITY BOARD CHAIR

The Board Chair is elected by the members of the community board at its first meeting. As Chair, you will co-ordinate, lead and direct the business of the Wānaka Community Board in a manner consistent with the powers delegated by Council.

Your responsibilities will include:

- > overseeing, co-ordinating and directing all Board activities (i.e. providing guidance and direction to Board members, calling meetings, presiding over Board meetings)
- > organising and chairing public meetings to seek input into community issues and Council's planning and strategy development processes
- > speaking on behalf of the Board and acting as an advocate for it (i.e. through the media, in meetings and at events)
- > participating in Council committees as required, being fully prepared and up to date
- > representing Council and local community interests as an appointed member of external committees, agencies or boards as required
- > ensuring effective and efficient communications and co-ordination between Council, Council Committees, Community Board members, and between members of the public and Council



COMMUNITY BOARD MEMBERS

As a Board member, your responsibilities will include:

- > supporting Council, the Community Board Chair and fellow Board members in the promotion of the total community
- > consult with members of the public, local police, education providers and other community stakeholders to develop a sound understanding of the diverse issues facing the community and to obtain their perspectives on the development of Council strategies and plans
- > co-ordinating and assisting in the running of public meetings so the local community is able to provide feedback and input into the strategies and plans of Council
- > representing Council as an appointed member of external committees, agencies and boards as required
- > developing positive working relationships with fellow Board members, Council managers, and counterparts in neighbouring local authorities

You will also need to be accessible to the community, assisting them to resolve problems by directing them to the appropriate Council official and following up as appropriate.

KEEN TO KNOW MORE? | HE WHAKAMŌHIOTANGA ANŌ MĀU

ONLINE RESOURCES

There are lots more resources available on our website, including nomination forms, legal requirements, videos and more. Head to www.qldc.govt.nz/elections

CONTACT THE ELECTORAL OFFICER

You can also get in touch with our electoral officer:

Jane Robertson

(03) 441 0499

jane.robertson@qldc.govt.nz