

FREQUENTLY ASKED QUESTIONS NGĀ PĀTAI AUAU

2025

LOCAL GOVERNMENT ELECTIONS

11 October 2025





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➔ GENERAL INFORMATION

Q1: When is the next Kāpiti Coast District Council election?

A1: Election day is Saturday 11 October 2025 with voting closing at 12 noon. The voting period starts on Tuesday 9 September 2025.

Q2: Who runs the election?

A2: The electoral officer has full responsibility for running the election.

Q3: What is the name of the electoral officer and deputy electoral officer?

A3: The electoral officer is:

Dale Ofsoske
Independent Election Services Ltd
Electoral Office: 167 Victoria Street West,
Auckland Central, (entrance off Dock Street)
Phone: 0800 922 822
Email: dale.ofsoske@electionservices.co.nz

The deputy electoral officer is:

Steffi Haefeli
Governance Manager
Kāpiti Coast District Council
175 Rimu Road, Paraparaumu
Phone: 04 296 4700 or 0800 486 486
Email: electoral@kapiticoast.govt.nz

Q4: What type of electoral system is used?

A4: The STV (single transferable voting) electoral system will be used for both the Kāpiti Coast District Council and the Greater Wellington Regional Council elections. For a more detailed explanation of this electoral system, refer [Q57](#).

The FPP (first past the post) electoral system will be used for the poll questions. For more information on the poll questions, refer [Q5](#).

Q5: What elections can we vote for?

A5: Electors will be able to vote for the mayor, councillors ('at large' and ward), community board members, Greater Wellington Regional councillor and two polls.

The current structure, last reviewed in 2024,* is:

Elected 'at large'	
Mayor	1
Councillors	2

Ward	Councillors
Ōtaki General	1
Paekākāriki-Raumati General	1
Paraparaumu General	3
Waikanae General	2
Kapiti Coast Māori	1

Community Board	Members
Ōtaki	4
Paekākāriki	4
Paraparaumu	4
Raumati	4
Waikanae	4

Regional Constituency	Councillors
Kāpiti Coast General	1
Te Upoko o te Ika a Māui Māori	1

In addition, electors will be able to vote on two polls:

- ➔ whether to retain or disestablish the Māori ward for the Kāpiti Coast District Council, and
- ➔ whether to retain or disestablish the Māori constituency for the Greater Wellington Regional Council.

* Subject to determination by the Local Government Commission, due by 10 April 2025

Visit www.kapiticoast.govt.nz for further information.

Q6: What is the difference between Māori and general wards?

A6: Māori ward councillors are elected by those enrolled to vote on the Māori electoral roll. Similarly, general ward councillors are elected by those enrolled to vote on the general electoral roll.

Q7: What is the role of the mayor, councillors and community board members?

A7: The mayor provides leadership to other elected members of the Council and the people living in the district.

This includes:

- presides at Council meetings;
- attends and participates at meetings of committees and working parties;
- reads agenda and other materials before meetings;
- leads the Council and co-ordinates Council political activity;
- speaks on behalf of the Council;
- represents the Council on related organisations, where appointed;
- attends and participates at conferences and seminars;
- attends to complaints and enquiries from members of the public;
- presides at civic ceremonies;
- hosts visiting groups, including overseas delegations;
- attends and speaks at local functions, sometimes opening them;
- declares a state of civil defence emergency in the district if the need arises.

Mayor and councillors:

- participate in strategic and long-term planning for the whole district;
- develop policy across a wide range of activities and services;
- represent the district at functions as required;

- review and develop bylaws for the district;
- advocate on a wide range of issues;
- coordinate and form partnerships with other spheres of government and other agencies;
- participate in the appointment and performance review of the chief executive;
- act on all these matters within a legislative and regulatory framework;
- set a budget and rates;
- monitor the performance of the Council organisation.

Community board members

- promote residents' issues and initiatives to the board and the Council;
- monitor the provision of Council services and advocate changes as necessary;
- engage in community development activities in conjunction with Council officers;
- take a proactive stance anticipating strategies and policies that may be needed;
- allocate grant funding;
- name roads in their area;
- represent the community to other agencies;
- promote the role of the community board in the wider community;
- work co-operatively with the Council.

→ CANDIDATES

Q8: I want to be a candidate in these elections. What do I need to do?

A8: Nominations open on Friday, 4 July 2025.

Nominations can be made online at esp.electionservices.co.nz/lge2025/KP/.

Nomination papers and a candidate information handbook will also be available on Council's website (www.kapiticoast.govt.nz) or in hard-copy from designated council offices from Friday, 4 July 2025.

You must be a New Zealand citizen and your name must be on the Parliamentary Electoral

Roll (anywhere in New Zealand), i.e. you must be enrolled to vote.

When lodging your nomination, proof of citizenship will be required (copy of passport, birth certificate, citizenship certificate).

You will need to have two electors enrolled on the applicable electoral roll within the area that you are standing for to nominate you. (Note, you as the candidate, do not need to reside in the area in which you are standing but you will need to disclose that fact in your candidate profile statement.)

Candidate campaigning can commence any time prior to the election (no time restriction), but any expenditure made, within or outside the three-month applicable period before election day, must be accounted for when declaring expenses (Refer [Q19](#)).

Q9: How much will it cost me to stand?

A9: You will need to pay a nomination deposit of \$200 GST inclusive. This deposit applies to each election (position) you stand for.

Your nomination deposit can be paid by electronic bank transfer, EFTPOS, credit card or cash.

If you poll greater than 25% of the final quota as determined by the last iteration of the vote count, you will receive your nomination deposit back.

Q10: What qualifications and experience do I need?

A10: Elected members come from all walks of life and generally have a will/desire to serve the community.

All (or some) of the following capabilities will be useful in the elected member role:

- quality decision-making;
- political acumen;
- leadership;
- cultural awareness;
- strategic thinking;
- knowledge and understanding of the Kāpiti Coast District Council and local government;

→ communication and engagement, relationship building and collaboration.

Q11: Does a criminal record affect a person standing as a Council candidate?

A11: No, not for the Kāpiti Coast District Council elections.

Q12: How long is the term of an elected member?

A12: Three years.

Q13: Do I need to be resident in the area I am standing for?

A13: No, but you must be enrolled on the Parliamentary Electoral Roll (anywhere in New Zealand) and be a New Zealand citizen (by birth or citizenship ceremony). You will however need to disclose whether or not you reside in the area you are standing for, in the candidate profile statement. This will not count towards the 150 word limit.

The two people who nominate you must be on the applicable electoral roll within the area you are standing for.

Q14: Do I need to be on the Māori Electoral Roll or of Māori descent if I am standing for election in the Māori ward?

A14: No. To be eligible you must be a New Zealand citizen and your name must be on the Parliamentary Electoral Roll (anywhere in New Zealand), i.e. enrolled to vote.

You will need to be nominated by two electors whose names appear on the Māori Electoral Roll within the area of election for which you are standing.

Equally if you are on the Māori Electoral Roll you can stand in a general ward, and will need to be nominated by two electors whose names appear on the General Electoral Roll within the area of election for which you are standing.

Q15: How many positions can I stand for?

A15: You can stand for mayor, a councillor and a community board member, but if you are elected to more than one position you must take the highest ranked position.

You cannot stand for more than one ward, or for both an 'at large' councillor position and a ward councillor position. You also cannot stand for both the Kāpiti Coast District Council and the Greater Wellington Regional Council.

Q16: Can I withdraw my nomination as a candidate?

A16: Only if it is withdrawn before the close of nominations. You cannot withdraw voluntarily after nominations have closed. If you decide to opt out, your name will still appear on the voting document.

If you do change your mind and decide not to run for election after you have been nominated, let the electoral officer know who will talk through the issues with you.

However, if you become incapacitated with serious illness or injury and unlikely to be able to perform the functions and duties if elected to office, an application to withdraw your nomination on those grounds can be made. Verification from a doctor or lawyer about your situation will be required.

Contact the electoral officer if you need more information about this process.

Q17: What is a candidate profile statement?

A17: You may provide a candidate profile statement when you lodge your nomination. This is a statement of up to 150 words containing information about yourself and your policies and intentions if elected to office. The profile statement will be included in the voting packs that all electors receive.

Your candidate statement can be submitted in both Māori and English, but the information contained in each language must be substantially consistent with the information contained in the other language. Each language has to be within a 150-word limit.

Your candidate statement may also be written in a language other than English or Māori. However, the number of words, or the equivalent if the language uses symbols rather than words, combined with any translation, must not exceed 150 words. Other languages must be submitted in a typed or image format.

In addition, your candidate profile statement must state whether or not your principal place of residence is in the area you are seeking election, e.g., 'My principal place of residence is in the Waikanae General Ward', or 'My principal place of residence is not in the Waikanae General Ward'. This is not part of the 150-word limit.

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

Your profile can include a recent passport size and style colour photograph (taken in the last 12 months).

Refer the [Local Electoral Act 2001, section 61](#) for more information.

Q18: When is the campaign period?

A18: Election campaigning can start at any time before the election and continue up to and including election day.

Q19: How much can I spend on my campaign?

A19: There is a limit on what you can spend on your campaign and it relates to the population of the area you are standing for.

If you stand for more than one position, the amount you can spend is the highest amount for one position. You cannot add positions together to allow you to spend more than the limit.

Please note any expenditure made by a candidate for an election campaign is funded by the candidate and is not refundable by Council to the candidate.

The maximum amount that can be spent by a candidate cannot exceed the limits set out in the table which follows.

Local government area population	Expenditure limit (incl GST)
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 – 999,999	\$70,000
1,000,000 or more	\$100,000**

** plus 50 cents for each elector

Expenditure limits for candidates in each ward and community board in the Kāpiti Coast district are likely** to be as follows:

Position	Expenditure * limit (incl GST)
Mayor	\$30,000
Kapiti Coast Māori Ward	\$3,500
Ōtaki General Ward	\$7,000
Paekākāriki-Raumati General Ward	\$7,000
Paraparaumu General Ward	\$14,000
Waikanae General Ward	\$14,000
Ōtaki Community Board	\$7,000
Paekākāriki Community Board	\$3,500
Paraparaumu Community Board	\$14,000
Raumati Community Board	\$7,000
Waikanae Community Board	\$14,000

All candidates are required to lodge an Electoral Donations and Expenses Return within 55 days after the day on which the successful candidates are declared to be elected (mid-late December 2025).

If a candidate is outside New Zealand on this day, the return must be filed within 76 days after election result day.

If a return is not submitted within the required time period, the non-return will be advised to the New Zealand Police for enforcement.

The return needs to be received before the candidate nomination deposit is refunded if a candidate qualifies for a refund.

* Subject to determination by the Local Government Commission, due by 10 April 2025

Q20: Can I raise campaign funds from donations, and can I claim expenses?

A20: Yes, you can raise funds and claim expenses from your campaign. There is very specific legislation about donations and expenses which you need to abide by.

For more information go to [Local Electoral Act 2001, sections 103A – 112F](#).

Q21: Can people already elected onto Kāpiti Coast District Council use Council resources to campaign?

A21: No, elected members cannot use Council resources for their campaigns.

Refer Elected Members [Pre-Election Guidance](#).

Q22: Are there any rules about using social media?

A22: Yes. Council has policies and guidelines for web and social media use related to campaigning. It will not permit Council social media pages to be used by anyone (candidates or members of the public) for electioneering or campaigning. This includes tagging Council in social media posts.

Council monitors its online sites and takes down any campaign related posts.

For full information regarding social media during campaigning, see the Candidate Information Handbook (due May 2025).

Q23: Can I help people vote or collect their voting documents to send in?

A23: No, candidates or their assistants should not collect voting documents from electors. Each elector should post or deliver their own voting document to the electoral officer.

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

Q24: When do nominations open and close?

A24: Nominations open on Friday 4 July 2025 and close at 12 noon Friday 1 August 2025.

It is strongly recommended that candidates do not leave lodging their nomination until the last day, as to do so may mean insufficient time to rectify any error with the nomination, which may result in a nomination being declined.

➔ ENROLMENT

Q25: Where can I view the electoral roll that will be used for this election?

A25: The preliminary electoral roll will be available for public inspection for a one-month period from Friday 4 July 2025 to Friday 1 August 2025.

The preliminary electoral roll will be available for inspection at:

- ➔ Kāpiti Coast District Council Offices, 175 Rimu Road, Paraparaumu
- ➔ Waikanae Service Centre & Library, Mahara Place, Waikanae

- ➔ Ōtaki Service Centre & Library, 81-83 Main Street, Ōtaki
- ➔ Paraparaumu Library, 9 Iver Trask Place, Paraparaumu
- ➔ Paekākāriki Library, 14 Wellington Road, Paekākāriki.

Q26: How do I enrol to vote in the elections?

A26: This depends on whether you are resident in the Kāpiti Coast District Council area.

- (a) If you are on the Parliamentary Electoral Roll at your current address in the Kāpiti Coast District Council area, your voting documents will be sent to you automatically.
- (b) If you are not on the Parliamentary Electoral Roll at your current address in the Kāpiti Coast District Council area, you will need to complete an enrolment form with the Electoral Commission. You can either:
 - ➔ enrol online (or download a form) from www.vote.nz
 - ➔ telephone the Electoral Commission 0800 36 76 56 to request a form in the post with a return envelope.
- (c) If you are not sure if you are on the Parliamentary Electoral Roll at your current address in the Kāpiti Coast District Council area, you can complete an enrolment form [refer (b) above] or check whether you are enrolled at www.vote.nz by telephoning the Electoral Commission or 0800 36 76 56.
- (d) If you own property in the Kāpiti Coast District Council area but live outside the area, you may be eligible to enrol as a non-resident ratepayer elector. Refer the non-resident ratepayer enrolment advice in [Q31](#) and [Q32](#).

Q27: I am a student and spend my time in different places. Where should I enrol?

A27: You should enrol where you spend the greater part of your time.

Q28: I turn 18 on election day. Can I vote?

A28: Yes, but you need to make sure you have enrolled to vote which you can do provisionally

from the age of 17. You will then automatically be eligible to vote when you turn 18.

You will also need to apply to cast a special vote during the voting period (Tuesday 9 September 2025 to 12 noon, Saturday 11 October 2025).

On how to cast a special vote, refer [Q48](#).

Q29: I am a New Zealand Māori; do I need to enrol on the Māori roll?

A29: Not necessarily.

If you are enrolling for the first time you can decide whether you want to go on the Parliamentary Māori Electoral Roll or the Parliamentary General Electoral Roll by signing the appropriate panel on the parliamentary elector enrolment form.

However, you are able to change from the Māori Electoral Roll to the General Electoral Roll (or vice versa) at any time, except during the 3 months immediately before election day.

If a person is enrolled on the Māori Electoral Roll, that person will be able to vote for the mayor, 'at large' councillors, the Māori ward councillor, the respective community board members and the regional Māori constituency councillor.

If a person is enrolled on the General Electoral Roll, that person will be able to vote for the mayor, 'at large' councillors, the respective general ward councillors, the respective community board members and the respective regional general constituency councillor.

Q30: How do I know whether I am enrolled?

A30: The Electoral Commission will be undertaking a roll update campaign from 1 April 2025 for the Parliamentary Electoral Roll which forms the basis of the electoral roll for the Kāpiti Coast District Council elections.

If you do not receive a letter in the post after 9 April 2025 the chances are you are not enrolled, or your details are incorrect. You will then need to complete a Parliamentary Electoral Roll enrolment form.

If you have recently changed address, you will need to update your address details on the www.vote.nz website.

You can check to see if you are enrolled at www.vote.nz or by phoning 0800 36 76 56.

Q31: We own a business in the Kāpiti Coast District Council area and pay rates, but we don't live in the Kāpiti Coast District Council area. Do we get a say in the Kāpiti Coast District Council elections?

A31: Yes, subject to being eligible as a non-resident ratepayer elector and becoming enrolled.

A non-resident ratepayer enrolment form is available at:

→ online portal www.ratepayer.co.nz

→ download at www.kapiticoast.govt.nz

→ or by phoning 0800 922 822.

The non-resident ratepayer enrolment form should be submitted to the electoral officer by Friday 1 August 2025 (in order to receive a mailed voting pack), and no later than Friday 10 October 2025 (in order to cast a special vote).

Q32: I own a property in the Kāpiti Coast District Council area, but it is not my fulltime residence. Can I vote?

A32: This depends on whose name is listed on the rates notice.

(a) If your name is on the rates notice, you may be eligible to be on the ratepayer electoral roll.

Go to www.ratepayer.co.nz to complete a ratepayer enrolment online, or contact the electoral office on 0800 922 822 and request a ratepayer enrolment form. This should be submitted to the electoral officer or an electoral official by Friday 1 August 2025 in order to receive a mailed voting pack, and no later than Friday 10 October 2025 in order to cast a special vote.

If it is easier you can visit a special voting venue during the voting period (Tuesday 9 September 2025 to 12-noon Saturday 11 October 2025) to complete the ratepayer enrolment form and cast your special vote at the same time.

On how to cast a special vote, refer [Q48](#).

In no case does this allow you to have two votes at any election.

- (b) If your name is not on the rates notice, go to www.ratepayer.co.nz to check your eligibility, or contact the electoral office on 0800 922 822.

➔ VOTING

Q33: Do I have to vote? I don't know any of these candidates.

A33: No, you don't have to vote, but we do encourage you to vote and exercise your democratic right.

You don't have to vote for all candidates or for all elections. But your vote is important because the people elected will be responsible for making decisions about what happens in your community for the next three years, and beyond as the set long-term goals and their policies.

To help you get to know the candidates:

- there may be candidate meetings being held in your community if you wish to go and hear what policies the different candidates are advocating for;
- there is a candidate profile booklet that comes with the voting document in which there is a photo and a statement from each candidate. This information will also be available on the Council's website www.kapiticoast.govt.nz after nominations close (expected 8 August 2025);
- candidates may have their own website, social media page(s), videos, advertise in local newspapers or send out information to letterboxes in your area;
- local media are likely to cover information about the election.

Q34: Is it a postal vote and will I be sent my voting documents in the mail?

A34: All local authority elections will be conducted by postal vote. Voting documents will be delivered by post between Tuesday 9 September 2025 and Monday 22 September 2025.

There is no online voting option available.

Q35: Do I have to post my voting document back?

A35: You can post it but make sure you have it in the mail by Tuesday 7 October 2025 to ensure it gets back to us in time (by 12 noon Saturday 11 October 2025.)

You can also hand deliver your voting document to a ballot box during the voting period (Tuesday 9 September 2025 to 12 noon Saturday 11 October 2025.)

For ballot box locations, refer [Q47](#).

Q36: I have lost my return envelope. What shall I do?

A36: You can use an envelope of your own and put the return address and Replypaid number on it.

You will not need to put a stamp on the envelope if you write the Replypaid number on the envelope and post it from within New Zealand.

Replypaid number 4710
The Electoral Office
Kāpiti Coast District Council
PO Box 5135
Victoria Street West
Auckland 1142

Q37: I am on the Unpublished Parliamentary Roll and I want to cast a special vote. What should I do?

A37: You will need to apply to cast a special vote. On how to cast a special vote, refer [Q48](#).

Q38: My partner received their voting document, but I didn't receive mine. What should I do?

A38: This depends on whether you are correctly registered on the Parliamentary Electoral Roll.

- (a) If you are, please wait until the mail has been delivered on Monday 22 September 2025.

If your voting documents have still not arrived, you will need to apply for a special vote. On how to cast a special vote, refer [Q48](#).

- (b) If you know you are not on the Parliamentary Electoral Roll for your current address, or you are not sure, you will need to enrol or update your enrolment details.

To check or enrol, complete a Parliamentary Electoral Roll enrolment form. These are available online at www.vote.nz or phone 0800 36 76 56 to have one posted to you with a return envelope.

You will also need to apply for a special vote. On how to cast a special vote, refer [Q48](#).

Q39: I have received two voting documents. What shall I do?

A39: You will need to call the electoral office on 0800 922 822.

Q40: I didn't receive my voting document, so I called and got a special vote. Now I have two voting documents. Which one should I use?

A40: Use the ordinary voting document and destroy the special voting document.

If you have already voted, destroy the one you did not use. Do not vote twice or you risk having both of your votes removed.

Q41: I received a voting document for a member of my family (e.g. child, parent) and have Power of Attorney for that person. Can I vote for that person?

A41: No, Power of Attorney does not apply to voting for that person.

If it is for a person who is cognitively impaired, for example someone who is living with advanced dementia, please destroy it by ripping/cutting it up. You cannot vote on their behalf unless directly instructed by them. For further information, refer [Q50](#).

Q42: I received a voting document for a member of my family (e.g. child, parent) who does not live here. What should I do with the voting document?

A42: If they are overseas or elsewhere in New Zealand, you could post it to the person or destroy it if that is not practicable.

Q43: I received a voting document that does not belong to me and I don't know this person or where this person has gone. What should I do with the voting document?

A43: Write GNA (Gone No Address) on the envelope and put it back in the mail.

Q44: I am going away and will not be here when the voting documents are posted out. What should I do?

A44: You will need to cast a special vote.

On how to cast a special vote, refer to [Q48](#).

Q45: I spoiled my voting documents/I have made a mistake on my documents. What can I do?

A45: If you can amend it so that your voting intention is clear, then do so.

If necessary, we can issue you with a special vote, but this will take time and require you to complete a statutory declaration. On how to cast a special vote, refer [Q48](#).

Q46: My partner's document and mine are different and there are more/less things to vote for. Why is the list of candidates different?

A6: Depending on which electoral roll you are on (Māori or general), your voting entitlements may differ from others in your household.

To get clarification on any other differences you will need to call the electoral office on 0800 922 822.

Q47: Where are ballot boxes located?

A47: You can drop your vote into a ballot box at:

- Kāpiti Coast District Council Offices
175 Rimu Road, Paraparaumu;
- Paraparaumu Library, 9 Iver Trask Place,
Paraparaumu;
- Waikanae Library, 9 Mahara Place,
Waikanae;
- Ōtaki Library, 81-83 Main Street, Ōtaki;
- Paekākāriki Library, Wellington Road,
Paekākāriki

For up-to-date information on ballot box availability check www.kapiticoast.govt.nz.

On how to cast a special vote, refer [Q48](#) below.

Q48: Where can I cast a special vote?

A48: Special votes can be obtained from:

- Kāpiti Coast District Council Offices,
175 Rimu Road, Paraparaumu;
- Ōtaki Library,
81-83 Main Street, Ōtaki.
- Electoral office 0800 922 822

For up-to-date information on special voting locations and opening hours check www.kapiticoast.govt.nz.

All special votes need to be completed and returned to the electoral officer or an electoral official (at any of the above locations) by 12-noon Saturday 11 October 2025.

If posting, send the envelope by Tuesday 7 October 2025 to ensure it gets back to the Electoral Office in time.

Q49: I didn't receive my voting document. How do I cast a special vote?

A49: It depends on whether you are correctly registered on the Parliamentary Electoral Roll at your current address.

(a) If you are on the Parliamentary Electoral Roll for the address you want to vote for, then you will need to cast a special vote. Special voting papers are available at the places listed in Q48.

(b) If you are not enrolled, or not enrolled correctly on the Parliamentary Electoral Roll, you will need to complete an enrolment form before you can vote in the local government elections.

- You can enrol or update your details online at www.vote.nz using your New Zealand driver licence, New Zealand passport, or RealMe verified identity.
- At www.vote.nz you can also download an enrolment update form and return it by uploading it to the enrolment team at www.vote.nz/upload, or request one to be mailed to you with a return envelope.

This registration form needs to be with the Electoral Commission before close of business Friday 10 October 2025.

For any queries regarding enrolling on the residential roll, email: enquiries@elections.govt.nz.

Once you are enrolled, you will need to cast a special vote. On how to cast a special vote, refer [Q48](#).

Q50: Can I help someone fill out their voting document?

A50: Under the [Local Electoral Act 2001](#), you cannot interfere or influence any person as to how they can vote.

If authorised by a voter who is physically impaired, visually impaired or for whom English is a second language, a person can assist them to vote as directed by the voter.

Telephone voting will be available for electors with disabilities. To access this service, electors will need to call the electoral office on 0800 922 822.

Q51: Do I have to vote for all the candidates and all polls? If I don't vote for all the candidates or all the elections or polls on my voting document, will all my votes not be counted?

A51: With STV you can vote for all or as many candidates as you wish but these must be in order of your preference and no number can be repeated. For STV you rank the candidates you want to elect in preferential order from number 1 onwards. Do not miss a number.

You can decide not to vote for one or more of the elections or polls on your voting document. This does not invalidate your votes for other elections or polls.

With FPP the poll question that gets the most votes wins. You should mark your choice with a tick inside the circle.

For more information about STV and FPP, refer [Q56](#) and [Q57](#).

Q52: Why can't I vote for a certain candidate who is standing for a different ward or other election?

A52: You can only vote for the elections relevant to the area in which you live or the electoral roll you are on.

You cannot vote for a candidate who is standing for example in another ward, because you are not an elector of that other ward.

Similarly, you cannot vote for a candidate who is standing in a general ward if you are on the Māori electoral roll and voting for the Māori ward.

Q53: What is that barcode that I can see through the return envelope or on the front of the voting document?

A53: It is a legal requirement to scan the barcode to mark the electoral roll that you have returned your vote so we can ensure that we do not receive two votes from the same person.

Q54: Do the staff working on the election know who I voted for?

A54: No, your vote remains secret under the required separate roll scrutiny and vote counting procedures. Refer Q55.

Q55: How do you ensure the secrecy of my vote?

A55: Returned envelopes containing a voting document cannot be opened until there is a JP present. The JP is required to sign off "that the processes used by the electoral officer meet the legal requirements."

The voter's name is not shown on the voting document, instead a barcode is used to ensure each person only votes once.

When the envelope is opened the only thing the electoral official is looking for is that the vote for each election is valid.

Q55: What happens to all the voting documents after the elections?

A55: They are delivered to the Porirua District Court and kept for 21 days so that the Court can access them should there be any application for a recount or petition for inquiry.

After 21 days, the Court is responsible for destroying them.

Q56: What is FPP and how do I vote in an FPP election?

A56: FPP stands for first past the post voting system where the candidate or poll question that gets the most votes wins.

FPP is not currently used for the Kāpiti Coast District Council or the Greater Wellington Regional Council elections, but it will be used for the Māori ward/constituency polls.

For the polls, you should mark what you want to vote for with a tick in the adjacent circle.

Q57: What is STV and how do I vote in an STV election?

A57: STV is used for both the Kāpiti Coast District

Council and the Greater Wellington Regional Council.

STV stands for single transferable voting and is a preferential system of voting where you can rank as few or as many candidates as you like.

It is a single vote which can be transferred between candidates to ensure the vote contributes to the election of at least one candidate and is not wasted. If a popular candidate does not need all the votes he or she receives to reach the quota for election, a proportion is transferred to the voter's next preference. On the other hand, if a candidate is not popular and receives few votes, those votes are transferred to a voter's next preference.

To exercise an STV vote, start by writing the number 1 in the box next to the candidate you most want to be elected. Write the number 2 next to your second most preferred candidate and so on 3, 4, 5 etc.

You can write as many preferences or as few as you like up to however many candidates are standing for that election.

You must write the number 1 for your vote to be counted. Do not write the same number more than once e.g. 1, 2, 3, 3, 4, 5 and do not miss a number from your preferences e.g. 1, 2, 4, 5.

For more information about STV, go to www.stv.govt.nz.

➔ ELECTION RESULTS

Q58: When will we know the results of the election?

A58: Progress results will be announced on the afternoon of election day, Saturday 11 October 2025.

Progress results will not include special votes cast or votes received on the morning of election day. Some votes will still be on the way to the electoral office where they will need to be checked.

Preliminary results will be announced on Sunday 12 October 2025, once all ordinary votes received at the council offices (up until

12 noon on election day) have been delivered to the electoral office in Auckland and processed.

The official results will be announced when all special votes have been checked by the electoral office and included in the final result. This is expected to be Friday 17 October 2025.

Q59: How will I find out the results?

A59: Candidates:

Progress and preliminary results will be advised as soon as practicable after the results are known, on Saturday 11 and Sunday 12 October respectively. This may be by email or by phone.

Voters:

Progress and preliminary results will be released to the media and placed on the council's website www.kapiticoast.govt.nz as soon as practicable once they are known, on Saturday 11 and Sunday 12 October respectively.

Q60: What do I need to do if I want to challenge the results of the election?

A60: Under legislation a candidate may challenge the official results through either a judicial recount or a judicial inquiry.

A candidate will have to provide reasons for the challenge and a deposit of \$750 with the application to the District Court.

A candidate may wish to call the electoral office on 0800 922 822 to discuss this.

➔ MEMBERS

Q61: When do elected members take up their roles?

A61: Elected members take up office the day after the official results have been declared by public notice. However, members cannot act until they have sworn the oath of office which is usually at the first meeting of the council. This first meeting is usually held as soon as practicable after the official results are

published, and will be advertised on Council’s [website](#) and social media channels.

Q62: Who are elected members responsible to?

A62: Ultimately the elected members final responsibility is to the local community. The Minister of Local Government and the Auditor-General do have a role in ensuring that council follows the law.

Q63: Do elected members get paid and if so, how much?

A63: The Remuneration Authority sets the base salary and a remuneration pool. The newly elected council will decide how to apply the pool of funding. Some expenses are also reimbursed.

As an indication, the remuneration as of 1 July 2024 was:

Office	Annual Remuneration
Mayor	\$150,975
Deputy Mayor	\$68,746
Chair of Strategy, Operations and Finance	\$62,183
Deputy Chair of Strategy, Operations and Finance. Chairs of Social Sustainability, and Climate and Environment Committees.	\$59,072
Chair of Grants Allocation Subcommittee	\$54,924
Councillor (with no additional responsibilities)	\$50,776
Councillor (minimum allowable remuneration)	\$40,406
Ōtaki Community Board Chair	\$16,138
Ōtaki Community Board Member	\$8,069
Paekākāriki Community Board Chair	\$8,547

Office	Annual Remuneration
Paekākāriki Community Board Member	\$4,273
Paraparaumu Community Board Chair	\$20,599
Paraparaumu Community Board Member	\$10,299
Raumati Community Board Chair	\$15,696
Raumati Community Board Member	\$7,848
Waikanae Community Board Chair	\$18,737
Waikanae Community Board Member	\$9,368

Local Government Members (2024/25)
Determination 2024, Schedule of Remuneration-part 2

Go to www.remauthority.govt.nz for further information and the full list of remuneration.

Q64 Would being an elected member take up much time?

A64: Being an elected member is a busy job that often involves meetings, events and speaking with community members outside of normal business hours. Flexibility and the ability to prioritise and manage time effectively are essential. This includes balancing a high volume of reading, paperwork and emails with a schedule of meetings and public commitments.

As a consequence, the mayor is considered a full-time job and councillors are generally part-time jobs.

Q65: How many elected members are there?*

A65: The Kāpiti Coast District Council will be made up of:

- mayor (elected ‘at large’)
- 10 councillors:
 - 2 elected ‘at large’
 - 8 elected from 5 wards

→ 20 community board members (elected from 5 community boards)

Refer [Q5](#) for more information.

* Subject to determination by the Local Government Commission, due by 10 April 2025.

→ ELECTION SIGNS

Q66: What are the requirements for election signs?

A66: Rules relating to local election signs are found in legislation, bylaws and policies.

Local Electoral Act 2001:

All election material, including signs and hoardings and trailer signs, must show an authorisation statement (name and contact details of the candidate or the candidate's agent.) Not to do so is an electoral offence.

Refer to the [Local Electoral Act 2001, section 113](#) and [Electoral \(Advertisements of a Specified Kind\) Regulations 2005](#).

State Highway corridors:

Candidates must obtain permission from the New Zealand Transport Agency Waka Kotahi (NZTA) if they wish to erect election signs on a state highway road reserve or visible from a state highway. Refer NZTA's [election signage requirements](#).

Territorial Authority:

Kāpiti Coast District Council is responsible for regulating when, where and how signs can be displayed in the Kāpiti Coast district.

Council's district plan contains [restrictions on election signs](#) in public spaces, parked trailer signs and signs on private property during local elections.

A brief excerpt of Council's Election Signs policy follows. For full guidelines Refer www.kapiticoast.govt.nz.

Q67: I have a complaint about the electoral signage. What should I do?

A67: If the signs don't have the required authorisation on them:

You will need to call the electoral office on 0800 922 822.

A67: If the signs are located where they should not be, or have been pulled over or damaged:

You will need to call the council on 04 296 4700.

COUNCIL'S GUIDELINES ON ELECTION SIGNS:

Resource consent

An application for the erection of election signs is not required if they comply with the District Plan regulations. Any sign outside of the permitted activities in the Kāpiti Coast District Plan requires a resource consent.

Time

Election signs may be displayed for 9 weeks before the day of the local election and must be removed by midnight on the day before election day (by midnight Friday 10 October 2025).

Size and design

The maximum permitted size is 3 square metres (total area) and 1.8m in height (above original ground level).

Any election sign near or visible from any road in the Kāpiti Coast District:

- must not use reflective material or illumination or have moving parts;
- must not look like a traffic sign in shape or colour.
- may have only one display 'face', ie: cannot be a V-shape.

Use non-metallic stakes only to erect signs. Please ensure you are aware of any services that may be under-ground. Contact [beforeUdig](#) for details of specific sites.

Placement on private property

Election signs are allowed on private property subject to the consent of the property owner. The sign must be erected in a stable fashion, not be a hazard to the public or to traffic safety and must comply with the provisions stated in the current District Plan.

Placement on public property

- Where a sign is being erected in an area adjacent to a road that has a speed limit of over 65 kph, the sign must be erected more than 3 metres from the road edge line and must not restrict traffic visibility or form a traffic hazard in any way, and shall be at the discretion of the Council's Environmental Standards Manager.

- Signs are not permitted on power poles, streetlights, traffic control signs, or other traffic fixtures, bridges or any other road structure.
- Diagrams and/or descriptions for locations that are available for placement of signs, and also any prohibited areas, are set out in Council's candidate information handbook.

Parked trailer/Vehicle hoardings

The display of electoral signage/hoardings on trailers are subject to the following conditions:

- trailers must be readily moveable and must be road legal.
- more than one sign is permitted per trailer, but the total area of all such signage must not exceed 3 square metres. Double sided and v-shaped signs are permitted aboard trailers.
- they must not be parked in front of other compliant signs. Nor may they be parked on roundabouts, traffic islands, or any other traffic separation structure or kerbed projection on or within 6 metres of any intersection.
- trailer hoardings must not be parked illegally or in any way that impedes pedestrian and vehicle accesses.
- trailer hoardings must not be displayed during the legal hours of darkness.

Compliance action

Council may immediately remove any signs that in the opinion of its officers are a traffic hazard, a safety concern, or do not comply with the signage protocol.

Sign owners are encouraged to ensure their signs are regularly monitored and that any damage is promptly remedied.

Council will not be liable for any damage caused during removal of or storage of seized signs. Any signs that are removed will be held by Council until after the election. Contact the Duty Compliance officer 04 296 5700 or 0800 486 486 for the return of seized signs. There is a charge for return of signs.

For further information relating to council's election sign policy refer to [Kāpiti Coast District Plan 2021](#).