



28 August 2000

AM 30/00

- M E M O R A N D U M -

TO: All Mayors/Chairs
All Chief Executives

FROM: Carol Stigley, Chief Executive

SUBJECT: Election – Nominations for Office of President:
Due 26 September

Introduction

As required under Rule F 17 of the Constitution. I am now conducting an election for President following the resignation from that office by the person holding office. The appointment will be for the unexpired portion of the remaining term of office ie until the 2002 *Local Government New Zealand* AGM. The election is “at large”. That is, any person currently holding elected office on a council is eligible, and nominations are not restricted to current members of National Council (as is the case with the Vice President positions).

Nominations

I now invite nominations for the position. These must be in writing and attested by affixing the Common Seal of the nominating authority. Nominations must be seconded in writing on the same or another document under the Common Seal of another member authority (Rule H 12).

Nomination and seconding paper(s) must be received by the Returning Officer, to this office, no later than 5pm on 26 September 2000.

A nomination form is *attached*.

Having regard to Rule L4 – L7, any correctly sealed nomination and seconding papers about any candidate received in this office in writing, up to 5pm on 26 September 2000, will be accepted as a valid nomination. Faxed nominations will be accepted.



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Should only one nomination be received for President by the close of nominations, that person will be immediately declared elected by the Returning Officer and they will assume office immediately. On the other hand, should there be no nominations to fill the position, the Returning Officer will declare any vacancy that is still required to be filled. Under Rule H15, National Council must then meet as soon as practicable to determine how the office may be filled and has full power to decide on the procedures to apply to ensure that the office of President is filled.

Voting

If more than one nomination is received, an election will be held by postal ballot.

A list of the validly nominated candidates will be circulated to all members as soon as possible after 26 September 2000 along with any biographical material provided by the candidates.

Voting papers will be due back with the Returning Officer by Friday 27 October.

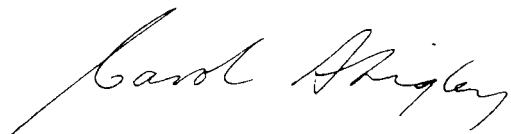
The elections will be carried out using the 3-2-1 voting system and voting entitlements will be distributed along with the voting papers.

Voting papers will be destroyed by the Returning Officer after the results have been declared.

Conclusion

If any member Council has a query about the forthcoming elections, please direct it to Suzanne Howard at this office (04 470 0013, email suzanneh@lgnz.co.nz).

The responsibility as Returning Officer (see rule H10) will be formally transferred from me to the Caretaker Chief Executive at the time of my leaving the Chief Executive position.



Carol Stigley
Chief Executive/Returning Officer
Local Government New Zealand

Local Government New Zealand

NOMINATION FOR OFFICE OF PRESIDENT

In accordance with Rules F 1 -F7 and Rules H9-H24, we, the undersigned members of *Local Government New Zealand*, hereby nominate:

..... (name) (title)

as a candidate for election to the office of President of *Local Government New Zealand*.

Nominated by: Council

whose Common Seal was affixed hereto in the presence of:

Date:

The nomination is seconded
by the: Council

whose Common Seal was affixed hereto in the presence of:

Date: 2000

ACCEPTANCE: I (name)
hereby accept the above nomination.

..... (Signature) (Date)



29 August 2000

AM 35102
AM 20/03

- M E M O R A N D U M -

TO: Regional Sector Group Mayors

c c : Regional Sector Group Chief Executives

FROM: Carol Stigley

SUBJECT: **Nominations for Regional Sector Group
Representative on National Council: Required by 22
September 2000**

Introduction

You will be aware that one of the Regional Sector Group representatives on National Council, Phil Warren, has resigned from his position on National Council effective from 28 August 2000. This means there is now a vacancy for one Regional Sector position on National Council (Rules E12(a) and E14). Therefore, I am now calling for nominations for this position, which will be from the date of the election for the remainder of the term of the 1998 - 2001 triennium (Rule E15).

Conduct of Elections

The election of the Regional Sector representative on National Council will be conducted in accordance with these guidelines.

The responsibility as Returning Officer (Rule H10) will be formally transferred from me to the Caretaker Chief Executive at the time of my leaving the Chief Executive position. I have appointed a Deputy Returning Officer (Suzanne Howard, Internal Governance Coordinator, *Local Government New Zealand*).

The elections are carried out on a simple majority, first past the post system, with councils having a single vote (Rule E6(c)).



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Local leadership, national voice...

Voting papers will be destroyed by the appointed Returning Officer after the results have been declared.

Nominations

A nomination form requiring nomination by two councils is attached. This should be received by the Returning Officer no later than 5.00pm on Friday 22 September 2000, and can include a **brief** curriculum vitae (CV) outlining the nominee's relevant experience for the position being sought. Faxed nominations will be accepted. Please note that late nominations will not be accepted.

Elections

If more than one nomination is received, an election will be held (by postal ballot). Copies of the CVs will be distributed along with the voting papers which will be sent out as soon as possible after 22 September, and will be due back to the Returning Officer around four weeks later.

Your council may wish to consider now the procedures it will follow to ensure that the matter is given attention and that any nomination and your voting papers are completed on time.

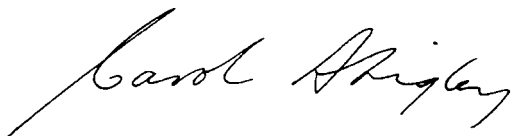
We recommend that at your next council meeting, you place an item on your agenda to discuss the matter.

Information for Nominees

To aid consideration of preparedness to stand for office, would-be nominees may wish to contact the following for information:

- *Local Government New Zealand* (for information on time commitment, nature of task, samples of National Council papers etc.)
- the other Regional Sector representative on National Council, Margaret Shields
- myself as Chief Executive.

The National Council Reference Manual and recent National Council minutes can also be made available to interested persons.



Carol Stigley
Returning Officer

Local Government New Zealand

**NOMINATION FOR OFFICE OF REGIONAL SECTOR
REPRESENTATIVE TO NATIONAL COUNCIL**

To: Suzanne Howard
Internal Governance Coordinator
Local Government New Zealand
PO Box 1214
Wellington

By Friday 22 September 2000

We, the undersigned acting on behalf of the Member Authorities shown below,
hereby nominate:

..... (name)

.....(address/council)

as a candidate for election to the office of Regional Sector Representative to
National Council of *Local Government New Zealand*

Nominated by:

(Council)

Signed by:

Title:

Nomination is seconded by:

(Council)

Signed by:

Title:

ACCEPTANCE: I, (name)
being an elected member, hereby accept the above nomination.

..... (Signature) (Date)