

# Pakuranga

## 2023 Electorate Plan for Service Delivery

This electorate plan has been broken into the following sections, covering how services will be planned:

1. Voting services expectations
2. Electorate overview
3. Planning your voting services
4. Confirming your voting service
5. Building your electorate team
6. Risks
7. Review

This plan is an integral part of the overall planning for the general election. It is based on your Regional Plan and combines with other electorate plans to provide a regional approach.

### List of changes

Version no.	Consulted with / changes made	Date
1.0	Draft version to RM	26/04/2023
2.0	Second draft to RM – added and updated – risks TBC	26/05/2023
3.0	Risks discussion added	29/05/2023

## 1 Voting services expectations

### **My electorate's voting services will:**

- 1** Meet the needs of the community
- 2** Be available in locations convenient to voters where they live, work and play
- 3** Prioritise Māori voters, diverse communities and target groups by providing services informed by the community
- 4** Be staffed to reflect the diversity of my local community
- 5** Offer shared electorate voting at locations where voters are expected to vote
- 6** Operate at times convenient to voters, including late nights and weekends

## 2 Electorate overview

### 2.1 Overview

Region	Auckland South	
Electorate profile	Urban	
Home Māori electorate(s)	Tāmaki Makaurau	
Neighbouring electorates	Botany, Panmure-Ōtāhuhu	
Shared electorates	My electorate will provide services for which other electorates voters	Which electorates will provide services for my voters
	Botany	Botany
	Panmure- Ōtāhuhu	Panmure- Ōtāhuhu
	Papakura	Epsom
	Takanini	Auckland Central (SV>20)
	Tāmaki (SV>20)	Maungakiekie (SV>20)
	Maungakiekie (SV>20)	Manurewa (SV>20)
	Manurewa (SV>20)	Tāmaki (SV>20)
		Papakura (SV>20)
		(SV>20) = issued >20 SV in single VP

## 2.2 Enrolment and turn-out rates

This table compares the nationwide 2020 enrolment and turn-out rates with your electorate's rates.

	Nationwide average in 2020	Your electorate in 2020	Your electorate compared to the nationwide average
Enrolment rate	94%	98%	Very high +4%
Enrolment as at 04/23	88.5%	91%	Slightly higher +2.5%
Turn-out rate	83%	79%	Lower -4%
Turn-out split (AV% vs ED%)	68% AV 32% ED	73% AV 27% ED	Higher in AV +5%

### Voter enrolment and turnout 2017 and 2020

	Pakuranga	NZ	Pakuranga	NZ
	2017		2020	
Voting Age Population (VAP)*	52,490	3,569,830	50,100	3,772,100
Electors on General Roll (EGR)	47,026	3,046,216	47,643	3,273,567
Electors on Māori Roll	1,086	251,793	1,225	276,013
Total Enrolled**	48,112	3,298,009	48,868	3,549,580
Total Votes Cast by EGR (TVC)	36,240	2,462,199	37,682	2,728,333
% VAP Enrolled	92	92	98	94
Turnout (TVC as % EGR)	77	81	79	83

\*Estimated population statistics as at: June 2017 and June 2020 (provisional, using 2018 Census data).

\*\* Electoral Enrolment Centre statistics as at September 2017; and Electoral Commission enrolment statistics as at October 2020.

Ref; Parliamentary Service, Pakuranga Electorate Profile - April 2021

### 2.3 Key characteristics

Refer to the questions in section 4.3 of Chapter 4 in the operations manual when completing these questions.

Q#	Question	Identify	So what?
My electorate and how I fit into my region			
1	How does my electorate fit into the regional plan for delivering voting services?	<p>Pakuranga is an urban electorate (as most in Auckland South region are). It shares boundaries with Botany and Panmure-Ōtāhuhu. Pakuranga issues a significant number of votes for the Botany electorate (4k+), and Botany does the same for Pakuranga (2k+). Other shared votes are required as listed above however nowhere near these numbers. Howick Library, Highland Park VP/s and Pakuranga Plaza are the most popular for shared votes.</p> <p>Regional targets; Enrolment at 93% &amp; Turnout 82% Pakuranga – Enrolment (April 2023) 91% &amp; Turnout 79%</p> <p>Pakuranga has a high Asian population (4<sup>th</sup> highest % in NZ). The 5 highest % Asian electorates are all in Auckland South. 38% of Pakuranga identifies as Asian. Of this, Chinese make up 24%, Indian 6%, Filipino 2%, approx. 1% each to Sri Lankan, Korean, other Asian and other SEA.</p>	<p>Communications with all shared electorates initiated in 04/2023. Extensive comms with Botany electorate to ensure sufficient coverage and delivery is maintained.</p> <p>Need to increase both turnout and enrolment. Address these together by providing additional voting services in low turnout areas and higher visibility AVPs.</p> <p>Engage with Māori, Pasifika and Asian population in order to increase voter turnout and recruitment including increasing staff that represent these groups in Voting Places.</p> <p>Engage with Asian community to ensure understanding and increase voter turnout. Staff composition has previously been close to electorate proportions however an increase in Asian staff would be still be desirable. New AVPs at Trinity Methodist Church (hosts Auckland</p>

		<p>Auckland South Objective – Honour Treaty of Waitangi and Improve services to Māori. Pakuranga has one of the lowest % of Māori population nationally, however it has areas of density much higher than the electorate average.</p> <p>90% of the Pakuranga population own a vehicle and the level of public transport utilization is low.</p>	<p>Chinese Seventh-Day Adventist Church) and Auckland Taiwanese Presbyterian Church will help this, along with the proximity of the Pakuranga Chinese Baptist Church to the EFKZ Church at the South-end on Ti Rakau Drive. Engage with previous staff and new staff in this demographic to assist with this.</p> <p>Engage with Te Tahawai Marae (Edgewater) and other Māori groups within the electorate (Te Whare o Matariki in Howick). Engage with schools in high Māori and Pasifika areas to engage parents and students – Edgewater College, Pakuranga Intermediate, Pakuranga Heights, Riverhills School, Anchorage Park.</p> <p>Ensure voting places are positioned on major transportation routes and have excellent signage.</p>
2	<p>What are the logistical challenges of my electorate’s geography?</p>	<p>Traffic congestion – can often triple estimated driving times.</p>	<p>Where practicable plan to avoid travelling between 7am and 9am, and between 2.30pm and 6pm. Utilise Google Maps (or similar) to find fastest route. Check mobile managers locations prior to tasking them. Ensure mobile managers have sufficient stocks of voting materials and have effective areas of operation during the coting period to maximise efficiency of their travel.</p>

		<p>HQ is located outside of electorate.</p> <p>Increase in crime.</p> <p>Electorate HQ is outside of electorate, has very limited parking and no direct public transport from within electorate.</p>	<p>Provide VP training within electorate, if suitable training space is found, to ease burden on VP staff.</p> <p>Awareness of problems and flexibility to engage security staff as required. Pakuranga Plaza AVP will need a security guard during late nights including Election Day night. Highland Park Library has requested a security guard to be in place on Election Day night.</p> <p>EM to work with neighbour to establish when carparks can be used by EC staff. When higher numbers of staff are onboard, work to facilitate staff to carpool from 'hubs'. Public transport includes one bus change. Park &amp; Ride parking at SylviaPark.</p>
3	<p>What will my electorate need to do to recruit the most appropriate staff?</p>	<p>Need to increase Māori representation in staff to match population – at a minimum. 2020 had 4 x speakers of Te Reo Māori throughout the whole workforce for Pakuranga = 1%. These were not all of Māori descent, so the actual representation was even lower. Pakuranga has a 7% Māori population.</p> <p>Need to increase Pasifika staff. Based solely on language, only 7 staff, 1.8%, spoke a Pasifika language. Pakuranga has a 5% Pasifika population.</p>	<p>A minimum of one staff member per voting place, apx. 24, would provide approximately 7% representation within the Pakuranga EC staff. Aim higher. Work with Te Tahawai Marae, O wairoa marae and schools in Edgewater and Pakuranga Heights area to engage and empower potential Māori staff.</p> <p>Engage with Pasifika groups within Pakuranga. EFKS Pakuranga has confirmed availability as an AVP. This will help both with turnout and engagement of staff. The EFKS Pakuranga congregation are predominantly Samoan however also include Tongan, Māori and other Pasifika cultures.</p>

		<p>Based on language from previous staff detail, 31% of staff spoke Mandarin, Cantonese, Hindi or a combination thereof. Pakuranga has 37% Asian population. An increase in Asian staff is desirable.</p> <p>Pakuranga has traditionally had a good base of repeat staff who have worked in many elections and consider it part their life. It is important that we respect and support this.</p>	<p>Where appropriate, engage with previous Pasifika staff members to explore community groups and contacts that may help to increase Pasifika staff recruitment and turnout.</p> <p>Engage with Chinese Methodist church via Trinity Methodist, Pakuranga Chinese Baptist Church and Auckland Taiwanese Presbyterian Church. Utilise Trinity Methodist and Auckland Taiwanese Presbyterian Church as AVPs. Voting will be visible at the South Ti Rakau site with EFKS Pakuranga engaged as an AVP on the same property as Pakuranga Chinese Baptist Church. Approach, where appropriate, previous staff members who are engaged in the Asian community.</p> <p>Utilise staff contacts to generate targeted recruitment.</p> <p>KW to utilise contacts within JP Support group and promote engagement with Māori, Pasifika and Asian JPs active in their communities.</p> <p>RRM to explore opportunities to engage whanau/aiga of applicants.</p> <p>KW &amp; RRM to engage with contacts/groups identified above to increase staff representation that reflects the community and increase turnout.</p>
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5	Where are young people located?	Youth are spread fairly evenly through the electorate. Each neighbourhood (SA2) has between 17% and 22% in the 15-29yr age group. The highest percentage of 15-29yr age group is the Pakuranga Central neighbourhood at 23.3%	Whilst youth reside in a fairly even spread, youth congregate in some areas more than others. The Fencibles AFC Football turf at Highland Park is a popular location for youth – a voting place is available here. Having an AVP at Trinity Methodist Church will aid in capturing those utilising Lloyd Elsmore Park, another area of youth congregation, due to the excellent visibility at the main exit from the park.
Turnout considerations			
6	What are my electorate’s turnout rates?	The Turnout rate for Pakuranga is 79% compared to the national average of 83%. Turnout based on neighbourhood ranges from 74% to 86%. Higher turnout is seen in Mellons Bay and Cockle Bay. Lower turnout is seen in Highland Park, Pakuranga Heights (E, NW & SW), Half Moon Bay (NE & SE), Pakuranga (Central and West).	Ensure sufficient voting places in the lower turnout areas including support near electorate boundaries for lower turnout areas in Botany electorate. Increase engagement with low-turnout communities (as per previous comments).
7	What are my electorate’s enrolment rates?	Pakuranga’s current enrolment rate (at April 2023) is 91% - slightly above the national average of 88.5%	Anecdotal evidence would imply that the majority of the unenrolled are Māori, Pasifika, older Asian and youth. New VPs at EFKS Pakuranga, Fencibles AFC Clubrooms, Auckland Taiwanese Presbyterian Church and Trinity Church will help to boost enrolment rates in conjunction with voting. Engaging staff in these communities will help to address the enrolment needs – as per previous comments plus engaging youth from high schools.

## 2.4 Voting services

Refer to the questions in section 4.4 of Chapter 4 in the operations manual when completing these questions.

Locations of service			
1	Where are the high foot traffic areas within your electorate? e.g., malls	<p>Primary areas</p> <p>Howick Village – main street and library</p> <p>Pakuranga Mall – exterior, Countdown and The Warehouse</p> <p>Highland Park – Library, Countdown</p> <p>Lloyd Elsmore Park – gym, pools, cricket, badminton, rugby league, hockey, netball, BMX etc</p>	<p>Howick Village – Howick Library is a well known Advanced Voting Place and caters well (largest AVP) – signage can be placed on main street to direct voters to the library</p> <p>Pakuranga Mall –old ANZ space available (next door to GE2020 location) and is located in a high foot traffic area, signage can be placed within the mall and walkways to direct voters from The Warehouse and Countdown entrances</p> <p>Highland Park Library – available for use, is one of the busiest libraries</p> <p>Highland Park on Pakuranga Road – Fencibles AFC Clubroom – great visibility from main thoroughfare and caters to youth space, has sports fields and children’s playground onsite and across the road from Countdown</p> <p>Lloyd Elsmore – the majority of traffic exits Lloyd Elsmore Park onto Pakuranga Road from Sir Lloyd Drive (beside netball courts) – the Trinity Methodist Church is directly opposite and its clear frontage means the signage will be highly visible</p>

		<p>Secondary areas Half Moon Bay shops – Fresh Choice, Burnsco etc Macleans Park – dog walking and beach access</p>	<p>Locating a VP in Half Moon Bay is still a WIP Macleans Park is located in a high turnout area and catered to by Macleans College as an ED VP</p>
2	<p>What are the major transportation routes within your electorate?</p>	<p>Pakuranga Highway/Road</p> <p>Ti Rakau Drive</p>	<p>Increased Advanced Voting Places on these major routes at accessible and visible locations to increase spontaneous voting. Auckland Taiwanese Presbyterian Church on Pakuranga Road near Pakuranga Central. Trinity Methodist Church and Fencibles AFC on Pakuranga Road at Highland Park area.</p> <p>EFKS Pakuranga at the South End of Ti Rakau Drive. Pakuranga Plaza is located at the intersection of these two major routes and is also Pakuranga electorate's only transport hub.</p>
3	<p>What businesses and/or organisations which are significant employers in my electorate? E.g., forestry, manufacturing, large office buildings</p> <p>Note: all voting services must be accessible to the general public and not behind locked doors (excluding hospitals, care homes etc).</p>	<p>Small area of manufacturing and trades (Cascades Road). Schools 4 large retirement villages and multiple rest/care homes</p> <p>25% of the electorate are “Professionals” 20% of the electorate are “Managers” 27% of the electorate is Not in Labour Force 3% of the electorate is Unemployed</p> <p>Over 65% of the electorate work over 40 hours per week</p>	<p>Election Day voting offered at Cascades Road (Ben Lomond Cres) with Eastgate Christian Church</p> <p>Election Day voting at most schools</p> <p>Retirement village staff are able to vote at pop-ups</p> <p>30% not working so have more opportunity to vote during normal work hours</p> <p>High number of those working long hours confirms need for extended hours (late nights). All AVPs, except for Highland Park Library, will have late nights.</p>

		8.7% of electorate Work at Home	
4	What are the geographical challenges for voters in my electorate to access voting services?	<p>90% of the electorate own their own vehicle Roading is of good condition and multiple routes available. Bucklands Beach/Musick Point is one of the only neighbourhoods where a single section of road must be utilised by all residents for vehicle access (this section is very short &lt;100m).</p> <p>Traffic density is the major concern. Extensive roadworks often cause delays on major routes. Inclement weather often results in significantly longer transit times.</p> <p>HQ outside of electorate may cause delays in delivering materials to furthest VPs.</p>	<p>Ensure good spread of voting places.</p> <p>Ensure Mobile Managers have good stocks of materials.</p> <p>Bucklands Beach Primary ED VP is at risk of being isolated/delayed should the small section of road be impacted. Be aware of this very small risk.</p> <p>Ensure materials at Voting Places furthest from HQ are monitored carefully. Maintain communications with VPM throughout voting period. Phase change early during AV period.</p>
5	What has changed in my electorate since GE2020?	<p>Infill housing in some areas.</p> <p>Housing demolition for Eastern Busway/AMETI project. Ongoing work on this.</p> <p>Increase in crime.</p>	<p>Extra traffic (as identified earlier).</p> <p>Disruption to families and housing in low turnout areas of Pakuranga West. We must continue to provide adequate services in these areas.</p> <p>Ensure security available and provided at identified locations (Pakuranga Plaza and Highland Park Library minimum)</p>

		Highland Park small Countdown is closing prior to GE2023.	Customers will probably use the other Countdown, right next door, so it is unlikely this will impact use of this area significantly. However, traffic density from Aviemore Drive/Highland Park Drive may be reduced slightly.
6	Where are the high foot traffic locations and major transportation routes neighbouring my electorate?	<p><u>Transportation Route</u> Botany Road, Aviemore Drive, Cascades Road – heading to Botany Town Centre Ti Rakau Drive – heading to East Tamaki and Botany Town Centre</p> <p>Whitford Road – heading to Maraetai/Beachlands (Papakura electorate) and Botany</p> <p>Pakuranga Road becomes Lagoon Drive at Panmure Bridge Pakuranga Highway crosses to Panmure-Otahuhu at Waipuna Bridge</p> <p><u>High Foot Traffic</u> Botany Town Centre Panmure Shops</p>	<p>EDVP at Howick Intermediate provides voting at intersection two main transportation routes – Botany Road and Pakuranga Road/Ridge Road</p> <p>AVP at EFKS Pakuranga, South Ti Rakau Drive will help to support Botany electorate and support China Town AVP.</p> <p>AVP at Howick Library provides voting for Botany and those from Papakura electorate</p> <p>Pakuranga Plaza is closest AVP to both Panmure Bridge and Waipuna Bridge for Pakuranga. Riverina School is located close to Panmure Bridge however access and visibility is very poor. Panmure-Otahuhu electorate has previously had voting place in central Panmure village area.</p>
Services offered			

7	What voting services will be provided to meet the needs of Māori voters?	<p>Increase Māori and Pasifika Voting Place staff to better reflect our community</p> <p>New AVP at EFKS Pakuranga, South Ti Rakau Drive (highest Māori population)</p> <p>Improve Pakuranga Plaza AVP – longer hours and larger size (adjacent to highest Māori population)</p> <p>Election Day VPs at schools in areas of high Māori and Pasifika populations remain</p>	<p>Targeted recruitment as per previous comments – to include Edgewater College parents and students, Pakuranga Heights and Pakuranga Intermediate parents, EFKS Pakuranga, and other groups as mentioned previously.</p> <p>Pakuranga Plaza AVP/EDVP secured – old ANZ space, highly visible, to include late-night Thursday and Saturday to capture the night markets customers (high proportion of Asian, Māori and Pasifika)</p> <p>Ensure high quality service at these VPs and Māori and Pasifika representation in staff</p>
8	What specialist services do you need to deliver in your electorate?	<p>Rest Homes, Hospice/Dementia Care</p> <p>Retirement Village Pop-Ups</p> <p>Takeaway votes for those unable to travel</p>	<p>Mobile Team to deliver to Rest Homes. Option for takeaway votes where need is determined.</p> <p>Pop-Up team to deliver in retirement villages – confirmed for 3 out of 4 – 4<sup>th</sup> will depend on whether pop-up is open to the public</p> <p>Takeaway votes team/s</p>
9	Where and what shared electorate voting will be offered to meet the demand of voters?	<p>Three AVPs provide the majority of the shared voting within Pakuranga. Highland Park Library, Pakuranga Plaza and Howick Library.</p> <p>We provide a significant number of shared votes for the Botany electorate and this is likely to increase with the new AVP at EFKS Pakuranga.</p> <p>ED VPs on or near Botany electorate also provide shared voting for Botany.</p>	<p>Collaborate with EMs to ensure delivery of service.</p> <p>Monitor new AVPs where estimated votes will be harder to determine.</p> <p>Shared Voting Locations - TBC</p> <p><b><u>Botany</u></b> Howick Intermediate</p>

			<p>Howick Library  Fencibles AFC Clubrooms  Highland Park Library  Owairoa Primary School  Pakuranga College  Trinity Methodist Church  Pakuranga Intermediate School  Pakuranga Plaza  Auckland Taiwanese Presbyterian Church  Riverhills School  EFKS Pakuranga</p> <p><b><u>Panmure-Ōtāhuhu</u></b>  Trinity Methodist Church  Pakuranga Plaza  Auckland Taiwanese Presbyterian Church</p> <p><b><u>Papakura</u></b>  Howick Library  Highland Park Library  Pakuranga Plaza</p> <p><b><u>Takanini</u></b>  Howick Library  Highland Park Library  Pakuranga Plaza</p> <p><b><u>Tāmaki</u></b>  Pakuranga Plaza</p> <p><b><u>Maungakiekie</u></b>  Pakuranga Plaza</p> <p><b><u>Manurewa</u></b>  Pakuranga Plaza</p>
Hours of service			

<p>10</p>	<p>When and where should hours of voting services be offered?</p>	<p>Advanced Voting Places will have late nights other than Highland Park Library (due to logistics of opening hours).</p> <p>Pakuranga Plaza has night markets on Saturdays, so an excellent opportunity to capture Māori, Pasifika, Asian and youth voters. Security will need to be in place.</p> <p>Trinity Methodist and Fencibles AFC Clubrooms late night hours to complement each other.</p> <p>Auckland Taiwanese Presbyterian Church – open four days only, capture Friday afternoon traffic on first week</p> <p>EFKS Pakuranga – look to have a Wednesday late night TBC, open early (8am) each day on the second week to capture traffic heading into work/town</p> <p>Howick Library – regular hours of library, plus two late nights</p>	<p>Suggest;</p> <p>Pakuranga Plaza - Thursday and Saturday nights</p> <p>Trinity – Wednesday night</p> <p>Fencibles AFC – Tuesday and Thursday night</p> <p>ATPC – first week Friday</p> <p>EFKS Pakuranga – currently planned for 6pm close each night, Wednesday night both weeks TBC after discussion with EFKS committee, (China Town nearby in Botany electorate does not have any late nights, so no conflicts or complementary considerations)</p> <p>Howick Library – Wednesday and Thursday (JP service clients)</p>
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11	How will you provide a consistent service?	<p>ED VPS consistent from GE2020 where possible</p> <p>5 of the 7 AVPs are new – the two which took the greatest number of votes in GE2020 remain in place</p> <p>Effective training.</p> <p>Monitoring with site visits.</p> <p>Open comms with VPMs.</p>	<p>Local schools are community hubs and where possible these have been maintained – two schools are unavailable in GE2023 (Elm Park &amp; Stand)</p> <p>Howick Library and Pakuranga Plaza took over 15k votes in GE2020 and remain as key AVPs for delivery in GE2023. Trinity Church is close by to Pakuranga Community Centre, and Highland Park Library is close by to Masonic Lodge, so effective signage should ensure transfer of voters from these GE2020 to GE2023 locations. Fencibles AFC, ATPC and EFKS are all on major transport routes and highly visible. Signage to redirect voters will be placed in all locations where voting is not offered but was in GE2020.</p> <p>Training has always been a problem. We need consistency and trainers who are empowered to deliver high quality training and give genuine feedback on their learners.</p> <p>VP visits on first day and throughout AV period. Meet up with MMs at VPs to discuss key points for translation through to ED VP monitoring by MMs.</p> <p>Have daily check-ins as BAU for AVPMs to ensure there is no reluctance to communicate. Check in by phone with ED VPMs at least twice during voting period.</p>
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12	<p>When and where should extended hours of voting services be offered?</p> <ul style="list-style-type: none"> <li>• early morning</li> <li>• late nights</li> </ul>	As above, question 10.	
13	When and where should weekend hours of voting services be offered?	All AVPs where possible – may be limited in churches on Sundays – utilise time as possible even if limited hours on the Sunday.	<p>ATPC unavailable on Sundays.</p> <p>Trinity Methodist – need to discuss Sunday arrangements further with Rev Amos</p> <p>EFKS Pakuranga – have White Sunday on the 8<sup>th</sup> and will be unavailable until 2pm. Open 2pm til 6pm.</p>

## 2.5 Hubs and secure storage

Use this section to think and plan how your electorate may use a hub and/or secure storage (if applicable). Refer to section 5 of Chapter 4 in the operations manual when completing this section.

No hubs or secure storage required.

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Any AVPs that cannot store onsite will return materials to HQ (as per 2020) – engage runners to do this transportation to minimise fatigue risk for AVP staff/VPM.

Mobile Managers to carry materials appropriate to VPs covered and check in frequently.

Provide comms plan to all MMs and VPMs.

Auckland Taiwanese Presbyterian Church – given the timing of services being offered here it is most practical to return materials to HQ for overnight storage

Further work is needed to confirm and arrange secure overnight storage. TBC upon confirmation of VPs by NO

### 3 Planning your voting services

Based on identified gaps/improvements, detail potential voting places to consider.

#### 3.1 Partnership locations

National Office has worked with key partners around New Zealand to identify locations for advance and Election Day voting places. The partnership locations identified for you are:

Place	Address	Partner organisation
There are no Pak n Save stores in Pakuranga electorate (yet – 2026 may be different!).		
The Warehouse at Pakuranga Plaza might be viable, however the space we have planned in the old ANZ space at Pakuranga Plaza is economically viable given the estimated votes, a large space and has very good visibility to The Warehouse and other customers. It also has comparatively excellent security. We can put signage throughout the mall to direct voters from The Warehouse and Countdown.		

#### 3.2 Other locations

Advance and Election Day voting places need to be delivered in the geographic locations listed below, in addition to the partnership locations. Voting services might be delivered in the sites listed below.

Locations	Possible sites
Bucklands Beach	All Nations Foursquare Gospel Church Old BBYC – Grangers Point Reformed Presbyterian Church of Bucklands Beach Howick Golf Club
Cockle Bay	Howick Bowling Club Howick Coastguard Howick Hornets Rugby League Football Club Howick Sailing Club Nixon Park Community Hall
Eastern Beach	Macleans College – Bentley Pavilion Willow Park Convention Centre
Edgewater	Te Tahawai Marae
Farm Cove	All Nations Foursquare Church Auckland Tamil Church Farm Cove Kindergarten Pakuranga Sailing Club Wakaaranga Primary School
Golflands	Citipointe Church Auckland Howick Gymnastics Club Little Seed Early Learning Centre New Shoots Children’s Centre Pakuranga Learning Centre The River Christian Church

Half Moon Bay	Captain Musick Air Scouts Pakuranga Tennis Club Pigeon Mountain Kindergarten Pigeon Mountain Primary School
Highland Park	Beachcomber Kindergarten Free Masons Lodge Howick Primary School
Howick	All Saints Anglican Church Christian Life Centre East Auckland Harlequin Musical Theatre Howick Baptist Church Kindergarten Howick Playcentre Howick Presbyterian Church Howick Rifle Club Howick Tennis Club Minerva Scout Group Old Howick Information Centre Old Howick RSA Building Our Lady Star of the Sea Church St Andrews Chilton Kindergarten The Church of Jesus Christ of the Latter Day Saints Uxbridge Arts and Culture
Lloyd Elsmore	Cascades Kindergarten Eastgate Community Trust Highland Park Community Centre Howick Historical Village Howick Pakuranga Cricket Club Howick Pakuranga Hockey Club Howick Pakuranga Netball Centre Lloyd Elsmore Park Badminton Club Pakuranga Bowling Club Pakuranga United Rugby Club St Marks Catholic School
Pakuranga Central	Kidspace Early Learning Centre Pakuranga Library
Pakuranga Heights	Koru Tennis Club Pakuranga Kindergarten Pakuranga Rahiti Playcentre Pukeko Pre-School Pakuranga Heights St Peters Anglican Church
Pakuranga West	Pakuranga Christadelphian Hall Riverina School Anchorage Park Kindergarten
Riverhills	Fencibles United AFC (Riverhills) Pakuranga Baptist Church Pakuranga Baptist Kindergarten Pakuranga Chinese Baptist Church

	Riverhills Early Learning Centre
Sunnyhills	Davis Funeral Services Sunnyhills Tennis Club

### 3.3 Other services

Voting services need to be delivered to the following organisations, institutions, groups, remote communities or at the following public events.

Organisation, institution, groups and public events	Type of service required
Edgewater Village MetLife Care	Pop-Up Voting Service – Retirement Village
Highlands Village MetLife Care	Pop-Up Voting Service – Retirement Village
Pakuranga Park Village (Real Living)	Pop-Up Voting Service – Retirement Village
Howick Baptist Healthcare	Pop-Up Voting Service – Retirement Village – only if this is not open to the public

### 3.4 Other teams

Voting team services need to be delivered to the following organisations: care homes, hospitals, prisons, defence forces.

Organisation	Size of service
<u>Rest Homes</u>	9 Rest Homes – 356 residents
Ambridge Rose Manor	104
Ambridge Rose Villa (Dementia Care)	24
Gulf Views Rest Home	45
Buckland's Beach Rest Home	20
Fencible Manor Rest Home	19
Pakuranga Park Village – inc Park Rest Home	40
Edgewater Village – MetLife Care	24
Highlands Village – MetLife Care	48
Howick Baptist Home and Hospital/Howick Views (HBH Senior Living)	32

### 3.5 Planning

To complete the assessment of all potential voting places, you will need to plan how you complete these by end of April.

Area	Number of potential voting places	Time required	Resources required	Completed by
Buckland's Beach North	1 - BBP	1hr	Completed	■
Eastern Beach	1 – Mac Coll	1hr	Completed	■
Buckland's Beach Central	1 - BBI	1hr	Completed	■
Half Moon Bay West	1 – was Stand	Ongoing search		

Half Moon Bay North East	0	nil	nil	-
Bucklands Beach South	1 – Mac Prim 1 – Fencibles AFC	2hr	Completed	■
Mellons Bay	1 – Mell BP 1 – Howick Library	2hr	Completed – though req answers re storage at Fencible	■
Howick West	0	nil	nil	-
Cockle Bay	0	nil	nil	-
Howick East	0	nil	nil	-
Howick Central	1 – Owairoa PS	1hr	Completed	■
Half Moon Bay South East	1 – Pakuranga College 1 – Trinity Methodist Church	2hr	Completed	■
Highland Park	1 – Highland Park Library	1hr	Completed	■
Pakuranga Heights East	1 – Eastgate Christian Centre (provides some coverage for Elm Park)	1hr	Completed	■
Sunnyhills East	0 – was Pak Comm Centre	nil	nil	-
Farm Cove	1 – Farm Cove Int	1hr	Completed	■
Pakuranga Heights North West	0 – was Elm Park, some coverage with Eastgate	nil	nil	-
Pakuranga Heights South West	1 – Riverhills School	1hr	Completed	■
Pakuranga Central	1 – Pakuranga Heights 1 – Pakuranga Intermediate 1 – Pakuranga Plaza	3hr plus	Completed	■
Sunnyhills West- Pakuranga North	1 – Sunnyhills Primary 1 – Auckland Taiwanese Presbyterian Church	4hr plus	Completed	■
Pakuranga West	1 – Anchorage Park 1 – Edgewater College 1 – EFKS Pakuranga	6hr plus	Completed	■

### 3.6 Key contacts

To enable your electorate to deliver services, you will need to build strong relationships with key service providers. E.g., Mainfreight.

Organisation	Name	Email	Contact number
Mainfreight			
Spotless	██████████	████████████████████	██████████
TIMG			
Reclaim/Waste Mgt			
Office Max			
Auckland Emergency Services – Police, Fire, Ambulance			111
Allied Security			

## 4 Confirming your voting service

### 4.1 Finalising your voting service

Use this table to record the outcome of your decision and the rationale behind your decision.

Site name	Outcome	Why
<b>ED VP</b>		
Anchorage Park School	ED VP	Previously used as Voting Place; Serves a low turnout area – 75%; Serves Māori and Pasifika communities (13% and 14%); Full accessibility
Bucklands Beach Intermediate School	ED VP	Serves area of low turnout (75%); Previously used as Voting Place; Acceptable security/safety; Full accessibility; Located on secondary traffic route; Very visible location
Bucklands Beach Primary School	ED VP	Previously used as Voting Place; Serves a large area of Bucklands Beach Peninsula/Musick Point; Acceptable security/safety; Full accessibility; Good visibility on main route for area
Eastgate Christian Centre	ED VP	Serves area of low turnout (74%); Acceptable security/safety; Full accessibility; Located on secondary traffic route; Excellent local community outreach; Will give <u>some</u> cover to area Elm Park School has previously covered (Elm Park unavailable in GE2023)
Edgewater College	ED VP	Serves area of low turnout – 75%; Serves area of relatively high density Māori and Pasifika voters – 13% & 14%; Previously used as Voting Place; Acceptable security/safety; Full accessibility
Farm Cove Intermediate	ED VP	Previous popular voting place (1200+); Serves large area bordering area of high Asian population; On main neighbourhood road with excellent visibility; Full accessibility
Howick Intermediate	ED VP	Serves area of low turnout (75%); Previously used as Voting Place; Acceptable security/safety; Full accessibility – with some modifications (ramp at entrance); Located on major traffic route (has electronic sign that can be utilised on and/or prior to ED)
Macleans College	ED VP	Caters to large area; Previously used as Voting Place; Acceptable security/safety; Full accessibility; On secondary road (main for neighbourhood) and backs onto Macleans reserve (a busy area used by local community)
Macleans Primary	ED VP	Serves low turnout – 75%; Previously used as Voting Place; Serves area of high Asian population; Acceptable security/safety
Mellons Bay School	ED VP	Previously used as Voting Place; Full accessibility; Serves large residential area
Owairoa School	ED VP	Previously used as Voting Place (980+); Acceptable security/safety; Serves large residential area
Pakuranga College	ED VP	Serves area of low turnout (74%-75%); Previously used as Voting Place; Acceptable security/safety; On major road with excellent visibility

Pakuranga Heights School	ED VP	Serves Māori community (10-12%); approx. 30% of school roll Māori; Serves Pasifika community (10-12%); approx. 30% of school roll Pasifika; Serves area of low turnout (74%-76%); Previously used as Voting Place; Acceptable security/safety; Full accessibility
Pakuranga Intermediate	ED VP	Serves area Maori community (10%); approx. 25% of school roll; Serves Pasifika community (12%); approx. 30% of school roll; Serves area of low turnout (75%) Previously used as Voting Place; Acceptable security/safety; On secondary road with excellent visibility
Riverhills School	ED VP	Previously used as a Voting Place; Acceptable security/safety; Serves relatively high proportion Māori and Pasifika community (11% & 11%); Serves low turnout area 76%, bordered by 75% areas
Sunnyhills School	ED VP	Serves area of low turnout (78%); Previously used as Voting Place; Acceptable security/safety; Full accessibility; Multiple school staff available to work on ED
<b>AVP &amp; ED</b>		
Howick Library – Fencible Room	AV & ED VP	Serves a large area and takes many shared electorate votes; Good security/safety; Previously used as an AVP (busiest in electorate); Inclusive environment for all community; Full accessibility
Pakuranga Plaza – old ANZ space	AV & ED VP	Serves area of low turnout – 75-76%; Serves area of high Māori and Pasifika population (10-14% of each in surrounding neighbourhoods); Provides significant shared electorate voting; Previous voting place (in next door shop); Supports voters from previous AVP not planning to be operating in 2023 (Pakuranga Recreation & Leisure); Located on major traffic routes; Good visibility from main highways; Very large carparking area with multiple safe entry and exit for vehicles from and onto major transit routes; Transport hub for East Auckland nearby (opposite side of mall); Major retailers nearby – The Warehouse & Bargain Chemist (Countdown nearby and can provide signage through mall from Countdown entrance)
Trinity Methodist Church	AV & ED VP	Serves area of low turnout (positioned in 78%, however directly adjacent to 74% and 75%); Acceptable security/safety with some amendments to lighting and confirmation of lock on overnight storage; Located on major traffic route; Excellent visibility from main highway and also all traffic exiting Lloyd Elsmore Park on Sir Lloyd Drive. Lloyd Elsmore Park has a very high level of community use from a wide range of groups (swimming pool, gym, cricket, hockey, historic village, pump track, BMX track, badminton, rugby, netball etc.); Very large carparking area with safe entry and exit for vehicles
Fencibles AFC Clubrooms	AV & ED VP	Serves low turnout areas, located at junction of 4 neighbourhoods 74%-75%; Venue is utilised by youth from a wide variety of cultures; Venue engages in many community activities e.g. food parcels during Covid lockdowns; Provides support to Highland Park Library (limited space); Highly visible on major highway
Auckland Taiwanese Presbyterian Church	AV & ED VP	Adjacent to area of low turnout – 75% (Pakuranga Central); Adjacent to above average (for Pakuranga) areas Māori and Pasifika population (10% & 12%); Excellent exposure to and recruitment possibilities in

		Asian community; Located on the main traffic route in Pakuranga with excellent visibility; Full accessibility; Large carparking area
EFKS Pakuranga	AV & ED VP	Serves area of low turnout – 75%; Serves area of highest Māori and Pasifika population (13% & 14%); Builds exposure to and relationships in Pasifika community (Samoan with close ties to Tongan and Maori whanau/aiga); Acceptable security/safety with confirmation of lock on overnight storage; Located on major traffic route with excellent visibility; Good access and large carparking area with safe entry and exit for vehicles; Full accessibility
Highland Park Library	AV & ED VP	Serves area of low turnout – 74% (with 75% in surrounding areas); Acceptable security/safety – suggested security needed for ED night; Popular location (anecdotally one of the busiest libraries in Auckland, largest Korean collection, young parents attending playgroups etc.); Inclusive environment for all community; Full accessibility
Pakuranga Park Village (Real Living)	AV Pop-Up	Retirement village pop-up
Highlands Village MetLife Care	AV Pop-Up	Retirement village pop-up
Edgewater Village MetLife Care	AV Pop-Up	Retirement village pop-up
Howick Baptist Home (Independent Apartments)	AV Pop-Up	Retirement Village Pop-Up – only if not available to public
<b>Other options for HMB</b>		
INC, HMB	ED VP	Have not yet contacted. Not ideal but probably better than going to Captain Musick/Pigeon Mountain area.
Captain Musick Air Scouts Hall	ED VP	Cannot make contact, possible for Half Moon Bay coverage but not great, want to explore HMB more as that is where the foot traffic is. Then will pursue if last option. Could also look at Kindergarten there.
Burnsco – Small Office	ED VP	Awaiting call from manager.
<b>Not being used</b>		
Elm Park School	ED VP	Not available due to work on buildings including asbestos removal etc. Leaves a big gap in coverage. Took 670 votes (total) in 2020.
Highland Park Community House	AV & ED VP	Good position. Good community access and use. Partial accessibility. Cost prohibitive – approx. \$6-\$9k total.

Pakuranga Library	AV & ED VP	Not contacted as Pakuranga Plaza site seems to be excellent option.
Saplings Early Learning	ED VP	Contacted to fill Half Moon Bay void. Not willing to be used.
St Kentigerns College	AV & ED VP	Not willing to be used.
Stand Children's Service	ED VP	Have stated that site is being sold and don't know who will own it or where they will be in October.
Pakuranga Community Hall	AV & ED VP	Still a possible option, however Trinity Methodist Church is very close, a more visible site and safer for parking etc.
Pakuranga Recreation and Youth	AV & ED VP	Low volume in 2020. Can be covered by Pakuranga Plaza site nearby. Utilising Auckland Taiwanese Presbyterian Church instead is much better placement for an additional voting place. In 2020 and 2017 hours were somewhat random and difficult to work with, space is very small.
Masonic Centre	AV & ED VP	Replaced with Highland Park Library. Perceptions from public indicate this space is not seen as 'open' to all. Highland Park Library is smaller but open and welcoming to all. The potential issues created by Highland Park Library's size are mitigated by having Fencibles AFC Clubroom very close by.
Jayes Dance HMB	ED VP	Not available due to classes running.
Pakuranga Baptist Church (South Ti Rakau site)	AV & ED VP	Have emailed, no response. Not followed up as waiting to see if EFKS come through.
Pakuranga Chinese Baptist Church (South Ti Rakau site)	AV & ED VP	Would be available for Election Day only. Discussions did not progress as EFKS Pakuranga was an option.
Buckland's Beach Yacht Club	ED VP	Not available.
Ray White Office, HMB	ED VP	Chatted to them and they promised an email. Nothing further heard.

#### 4.2 Identifying your approach to meeting your recruitment needs

Refer to Section 6.2 of Chapter 4 in the operations manual to complete this section.

<b>Identified issue or target employment group</b>	<b>Strategy</b>
Māori	Engagement with Te Tahawai Marae and other community contacts e.g. Te Whare o Matariki (O Wairoa Marae)
Pasifika	Engagement with EFKS Pakuranga, congregation and aiga Engagement with previous Pasifika staff to establish best engagement tactics Engagement with oncoming Pasifika staff
Youth	Engagement with high schools (Edgewater, Pakuranga, Macleans, St Kentigern) and Aaron at Fencibles AFC Posters at Lloyd Elsmore pools/gym and other youth facilities
Asian	Engagement with Chinese social groups via council venues Engagement with Chinese church groups e.g. Trinity SDA, Pak Baptist, Auckland Taiwanese Presbyterian Church Engagement with new migrant support groups
General	Utilise noticeboards in supermarkets and libraries Post on Facebook (anonymous) – East Auckland Grapevine, East Auckland Jobs etc.

## 5 Building your electorate team

Refer to Section 7 of Chapter 4 in the operations manual to complete this section

Establish kaupapa early. Role model behaviour. Reflect personal and EC values. Do it right from the start.

Meeting minimum three times a week for morning catch-ups – EM, LSM, RRM. “What do we need to achieve this week/day? What do we need to do to achieve that? What have we missed/forgotten? What do you need? How are you?”

Meet daily during AV & PE period. Doesn’t need to be long, just provide a platform.

Full transparency and honesty policy. If we know, we can fix it. If we don’t, it gets worse. We work as a team. I take responsibility for the team and expect the team to strive to do their best. No blame culture.

Identify our own strengths and weaknesses. Be vulnerable in order to maximise strengths. Complement each other’s skills. Employ those who complement our kaupapa and frame of reference.

Sharing of time and food especially when more staff come onboard. Understanding that some of our staff will be struggling. Fulfil the whole, reflect on Te Whare Tapa Wha, ensure staff thrive.

Though electorate is not especially complex, the HQ requires some energy. Will need extra hands for moving equipment and materials, monitoring reception, ensuring security and maintenance of Zones. These HQ support roles will need to start (part-time) upon arrival of bulk supplies), or earlier.

Trainers will need to convey our values, role model behaviour and ensure staff are to a standard. We will provide support to ensure all staff are positioned appropriately, wherever that may be. Provide trainers the scope to give honest feedback regarding staff and their strengths.

Leadership team will need to quickly identify individuals who can fit easily into future roles and feed the path through the voting period and post-election.

Prior to all training sessions, EM to introduce and engage with VP staff. Discuss importance of their role, their focus, our EC values and how they will reflect the values in the voting place. Clear expectations and outcomes.

EM to engage with all HQ staff daily. Share time, food, concerns, “welfare check”.

## 6 Risks

Refer to section 8 of Chapter 4 in the operations manual, the eLearning risk module, and the risk register template. List any risks with a rating score of 12 or more, and any that require significant budget or time to manage.

Your Regional Manager will discuss any further mitigation needed with you.

M40- RISK identifies two risks with a rating of 12. These have been managed and the risk level negated as the tasks are nearly complete.

No other risks with a rating of 12 or more exist, however the following items are of note.

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**Adverse Weather** events are becoming increasingly common. The electorate has a number of flood prone areas. At greatest risk is the Pakuranga Electorate HQ at 78 Carbine Road. This building sits within ‘flood plain’ and partially within ‘flood prone’ areas (ref. Auckland Council/Auckland Emergency Management Hazard Viewer). This particular building has also been identified as having multiple leaks during GE2020 and already during this election period. The risk of damage to or destruction of voting materials can be mitigated in part by utilising shelving, solid tables or other methods of raising materials above floor level.

Actions – Acquire shelving, tables or other alternatives prior to delivery of voting materials. Monitor MetService and Civil Defence alerts, warnings etc. Monitor known at risk areas of the building.



**Recruitment** needs to be managed carefully and pro-active methods utilised to ensure the right people are being engaged and sufficient numbers to complete the task. Whilst the labour market is not as positive for us as compared to last election, we have, and will utilise, tools and engagement activities that have not been previously used. Using methods noted in sections earlier in this document in addition to advertising on noticeboards at supermarkets and libraries, engaging with school staff, and using local Facebook groups to advertise opportunities, I do not believe that recruitment is a significant risk for the Pakuranga electorate.

Actions – EM to work alongside RRM for engagement activities with aforementioned groups. RRM to distribute posters to public noticeboards. EM & RRM to engage with prior and new staff to expand pool of potential staff.

**Voting Place Security** - whilst violent crime in Pakuranga has not increased significantly, property crime has more than doubled since GE2020. The greatest rise in property crime is seen in the Pakuranga Central, Highland Park and Edgewater areas. Increased security is required at Pakuranga Plaza for late nights including Election Day night, Highland Park Library on Election Day night and the new Advanced Voting Place at EFKS Pakuranga in the South end of Edgewater neighbourhood should be continuously assessed for staff and site security.

Actions – Engage security staff as identified. Monitor all sites for staff and site security concerns.

## Property Crimes

	July 2020 - September 2020		October 2020		January 2021 - April 2021		July 2021 - September 2021		October 2021		January 2022 - April 2022		July 2022 - September 2022		October 2022		% Increase (first three periods cf last three periods)
	2020	2020	- December 2020	2020	March 2021	June 2021	September 2021	2021	- December 2021	2021	March 2022	June 2022	September 2022	2022	- December 2022	2022	
Buckland & Eastern Beaches	10	19	16	25	22	22	22	22	22	34	13	11	28	19	29	29	29
Bleakhouse	1	12	5	2	3	3	3	3	3	7	4	4	4	12	4	4	4
Meillons Bay	1	18	6	14	7	14	7	14	7	16	13	14	18	11	18	18	11
Howick Central	36	40	50	53	34	48	34	48	34	65	70	68	80	91	80	80	91
Howick West	6	4	14	3	15	11	11	11	11	10	12	22	16	14	16	16	14
Murvale	9	12	20	13	14	11	13	11	13	13	13	11	23	31	23	23	31
Buckland Beach South	4	18	16	18	26	11	11	11	11	11	10	10	18	15	18	18	15
Pigeon Mountain North	9	19	14	22	19	10	10	10	10	7	8	8	18	20	18	18	20
Highland Park	24	30	33	29	36	50	36	50	36	50	28	62	93	96	60	60	96
Elsmore Park	18	14	23	28	24	19	24	19	24	29	27	18	60	40	60	60	40
Pigeon Mountain South	24	31	29	41	45	30	45	30	45	81	64	58	61	12	61	61	12
Pakuranga North	7	16	28	17	18	21	18	21	18	26	20	11	32	30	32	32	30
Sunnyhills	17	18	19	22	19	28	19	28	19	25	20	30	20	32	20	20	32
Pakuranga Central	25	42	28	36	54	50	54	50	54	83	133	118	125	125	125	125	287
Edgewater	13	16	21	19	24	16	24	16	24	24	31	54	53	41	53	53	196
Pakuranga East	16	21	13	24	34	44	34	44	34	27	34	43	31	38	43	43	124
Half Moon Bay	4	14	12	7	21	5	21	5	21	6	10	21	25	14	25	25	100
	224	344	347	373	415	393	415	393	415	514	510	562	705	641	705	705	109

## 7 Review

Refer to section 9 of Chapter 4 in the operations manual to complete this section.

Subject	Feedback
Headquarters	<p>HQ should be ready to go upon lease start date. Continuous HQ issues have created a deficit of attention to other areas of importance e.g. engagement with Māori, Pasifika and Asian communities. There is no economic efficiency in having EMs furnish and “fix-up” HQs. Many extra hours have been committed to attempting to cater to these issues.</p> <p>78 Carbine Road (front unit) has plenty of floor space, however the layout is difficult with the planned Zones and use of space. The lack of toilets and kitchen where early count and official count are planned creates extra outlay and work for EM to create appropriate facilities. Extra staff are required to monitor transit between zones.</p>
Selection of voting services	<p>Anticipate the new AVPs will cater to additional voters, especially EFKS, Auckland Taiwanese Presbyterian Church, and Fencibles AFC Clubroom.</p> <p>A significant number of retirement village residents need to be supported to vote. Retirement village staff believe this is vital and many residents do not leave the village area. Pop-ups or other format for retirement village coverage is essential.</p>
Recruitment	<p>There has been good interest from school staff in working on ED so far. This needs to be facilitated and promoted further in following years. It has not been done previously. Schools will be emailed as a reminder to staff when roles open and also electronic recruitment collateral sent for schools to put into newsletters etc.</p>
Logistics and supplies	<p>Access into the HQ is problematic for receiving and delivering equipment and materials at all stage of the event. Intend to hire/buy a gazebo to provide shelter at the front entrance.</p>
HQ operations	
Training	<p>Intend to explore use of training sites within electorate area rather than delivering all at HQ. Intend to approach schools, Howick Coastguard, St John Hall, Fencibles AFC Clubrooms and any other appropriate venues (cheap or free!). Intend to train staff from the same VP together where possible.</p>

Rostering and communications	Ensure all AVPMs and AVP staff get days off. Intend to have no staff work more than 11 days in the 13 day voting period (other than possibly HQ leadership team). Need to employ “locum” AVPMs.
Voting period	<p>Monitor AV numbers daily. Anticipate phase changes early, opt for phase change if in doubt.</p> <p>EM to respond to all complaints promptly and resolve ASAP.</p> <p>All security issues and incidents to be addressed by EM promptly and raised to RA/RM as appropriate at first possible instance.</p> <p>All media and scrutineer enquiries to be directed to EM.</p>
Post-election and completion	

# 37 - PANMURE/OTAHUHU

## 2023 Electorate Plan for Service Delivery

This electorate plan has been broken into the following sections, covering how services will be planned:

1. Voting services expectations
2. Electorate overview
3. Planning your voting services
4. Confirming your voting service
5. Building your electorate team
6. Risks
7. Review

This plan is an integral part of the overall planning for the general election. It is based on your Regional Plan and combines with other electorate plans to provide a regional approach.

### List of changes

Version no.	Consulted with / changes made	Date
1.0	Jeremy Kannemeyer - draft	24/05/2023
2.0		
3.0		

## 1 Voting services expectations

### **My electorate's voting services will:**

- 1** Meet the needs of the community
- 2** Be available in locations convenient to voters where they live, work and play
- 3** Prioritise Māori voters, diverse communities and target groups by providing services informed by the community
- 4** Be staffed to reflect the diversity of my local community
- 5** Offer shared electorate voting at locations where voters are expected to vote
- 6** Operate at times convenient to voters, including late nights and weekends

## 2 Electorate overview

### 2.1 Overview

Region	Panmure/Otahuhu	
Electorate profile	Urban	
Home Māori electorate(s)	Tamaki Makaurau	
Neighbouring electorates	Maungakiekie Tamaki Manurewa Mangere Pakuranga Botany Takanini	
Shared electorates	My electorate will provide services for which other electorates voters	Which electorates will provide services for my voters
	Tamaki, Maungakiekie	Tamaki, Maungakiekie
	Pakuranga, Botany	Pakuranga, Botany
	Manurewa, Mangere	Manurewa, Mangere
	Takanini	Takanini

### 2.2 Enrolment and turn-out rates

This table compares the nationwide 2020 enrolment and turn-out rates with your electorate's rates.

	Nationwide average in 2020	Your electorate in 2020	Your electorate compared to the nationwide average
Enrolment rate	94.11%	88.71%	-5.4%
Turn-out rate	82.24%	67.64%	-14.6%
Turn-out split (AV% vs ED%)	AV 69% ED 31%	AV 66.94% ED 33.06%	-2.06% +2.06%

### 2.3 Key characteristics

Refer to the questions in section 4.3 of Chapter 4 in the operations manual when completing these questions.

Q#	Question	Identify	So what?
My electorate and how I fit into my region			
1	How does my electorate fit into the regional plan for delivering voting services?	<p>Panmure/Otahuhu is a compact urban electorate that has six neighbouring electorates by physical land boundaries and one neighbouring electorate divided by the Tamaki river.</p> <p>Voter movement within the Panmure/Otahuhu Electorate will be focused on main road flow as well as common driving routes to retail shopping as well as markets, community events as well as community services and facilities, transportation to schools and other education facilities, travel to churches and recreation facilities.</p> <p>Voter movement outside of the Panmure/Otahuhu Electorate will also be for many of the above reasons but will also include the likes of Sylvia Park Shopping Mall as well as Botany Town Centre, plus travel to Pak N Save supermarkets – most likely to be Glen Innes, including various The Warehouse stores as neither of these stores are in the Panmure/Otahuhu Electorate and are just outside of the electorate boundary.</p>	<p>A seamless delivery of services should be achieved with other electorates by working from the Electorate Plan while also maintaining good communication between all electorates as well the ongoing dialogue between the HQ Managers, mainly the LSM's.</p>

		<p>Other shopping malls of interest to Panmure/Otahuhu voters will be Manukau City Mall and Mangere Town Centre.</p> <p>Voter movement from outside the electorate is more than likely to be centered at Hunters Plaza Shopping Mall.</p>	
2	<p>What are the logistical challenges of my electorate's geography?</p>	<p>The logistical challenges that the Panmure/Otahuhu Electorate will face for the GE2023 Election are firstly that our HQ is located outside of our electorate on the southern boundary end.</p> <p>The electorate shape is basically long in length and skinny in width – with the length of the electorate being something like 23kms between the Tamaki boundary to the Takanini boundary, with the width ranging for just the length of a one hundred metre street off Carbine Road to somewhere between 10-15 kms at the southern end between Mangere and Otara. If this distance does present a challenge it is only somewhere around 23kms in total to get to the Point England Voting Place from our HQ as an example. Obviously there will be a variety of kms to travel no matter where a Voting Place maybe located.</p> <p>A second challenge is the area on the Waipuna side of Mt Wellington and predominantly down Carbine Road which is a mix of commercial as well as industry. The area on the west side of Mt</p>	<p>Our mitigation process will always be to have HQ staff either by HQ Manager's, 2iC's or support staff who can assist Voting Places on an on call basis.</p> <p>Our electorate will not require any external storage or a hub for the GE2023 Election.</p>

		<p>Wellington heading in the Great South Road direction is also a mix of commercial and industry.</p> <p>This is very noticeable on the electorate map as there are no schools situated within both these areas. Also this part of the Electorate has continuous heavy traffic through the daytime.</p> <p>Another challenge is the Southern Motorway which bisects the electorate.</p> <p>Our electorate has already been involved in establishing local community based networks which we hope will add to our recruitment process - if there is going to be any challenges it is more than likely going to be across all of our suburbs within the whole electorate; that is to say that Panmure/Otahuhu Electorate can very easily be divided into several multi-cultural pockets: for example Point England and Glen Innes will be a population of European, Maori and Pacifica, Otahuhu is predominantly Pacifica, Papatoetoe will be European and Indian and Otara will be predominantly Maori and Pacifica. The recruitment strategy will need to be very targeted to all the cultural groups across the electorate and hopefully be not too complex.</p>	<p>The Electorate Manager has already been involved in several targeted network meetings with local community groups and will continue to meet with key influencers across the electorate in order to create a personal approach as well as extend an invitation to apply for jobs. In addition to this we will promote to all candidates that they encourage a buddy or whanau member to also work on the Election. We will continue to work with the Engagement Team at events and we will also continue to work with cultural groups across the electorate including Maori and Pacifica as well as students from Manukau Institute of Technology.</p>
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<p>3</p>	<p>What will my electorate need to do to recruit the most appropriate staff?</p>	<p>Currently the Electorate Manager is working with the Engagement Team on network opportunities, a dialogue with other government agencies as well as local cultural groups - we need to continue to expand this approach while at the same time asking all candidates to buddy up with a friend, work mate or whanau for the Election.</p> <p>We also have a strategy to work with Manukau Institute of Technology to attract students into jobs including work experience for those students where their subject major can be aligned to support roles such as recruitment, human resource management studies or logistics studies</p> <p>Election job opportunities will also be promoted at schools and community centres at the time of site assessments and also through the recruitment period.</p> <p>The electorate will also need to carefully recruit several specialist teams who will be able to display empathy to aged care voters as well as patients in Middlemore Hospital.</p> <p>Our HQ location being on Lambie Drive provides an opportunity to promote jobs working for the EC and Election Day to our own business community for their whanau or just part time on ED itself.</p>	<p>As above</p> <p>Georgia Tatana, Regional Advisor has worked with National Office to recruit Richard Kealy who is on the Student Council at MIT as our MIT Liaison Officer to represent the Electoral Commission to students across both the Manukau Campus as well as the Otara campus. Richard will be based in the Panmure/Otahuhu Electorate HQ office and work directly with the Electorate Manager</p>
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Demographic considerations			
4	What is my electorate's ethnic make-up?	<p>Maori 17%</p> <p>Pacifica 46%</p> <p>Asian 28%</p> <p>European 22%</p> <p>However, the spread varies – there are higher proportions of Maori in Tamaki 26%, Pt England 27%, Mt Wellington 20% and Otara 24%.</p> <p>Otherwise there are a high proportion of Indians (about 47%) in Papatoetoe and a high proportion of Pacifica 77% in Otara.</p>	<p>A key to success here will be to have cultural advisors and influencers engage with the community to match the right people to the community to achieve the Electoral Commissions objectives.</p> <p>Choosing the right fit of RRM will also be critical to the success of the overall recruitment numbers.</p>
5	Where are young people located?	<p>In general terms many of our young voters for the Panmure/Otahuhu Electorate could still be living at home with whanau as this is a lot more common in this demographic owing to a number of reasons such as family values; supporting the whole family; being parents and grandparents; many will be Christian families and staying at home before marriage is a strong belief, financial factors of leaving home and renting is expensive, if any are students studying for a higher education they are more than likely still living at home. This will be reflected right across the whole electorate.</p>	

		One of our targeted approaches towards youth is to work closely with Manukau Institute of Technology for several different strategies such as enrolment, voting services, recruitment opportunities as well as the Pasifika Community Centre being a Voting Place located at the Otara Campus.	
Turnout considerations			
6	What are my electorate's turnout rates?	Non-Maori descent – 28,703 voters = 67.31% Maori descent – 2,698 voters = 63.87%	
7	What are my electorate's enrolment rates?	Total enrolled: Non- Maori descent - 42,644 Maori descent - 4,224	The Panmure/Otahuhu Electorate will need enrolment support across the electorate in Advance Voting Places as well as key locations on Election Day such as Hunters Plaza Shopping Mall, Panmure Library, Otahuhu Town Hall, Otara Library, Manukau Institute of Technology, the Indian Association Manukau – Diversity Centre and the Swaminarayan Complex.

#### 2.4 Voting services

Refer to the questions in section 4.4 of Chapter 4 in the operations manual when completing these questions.

Locations of service
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1	Where are the high foot traffic areas within your electorate? e.g., malls	At Hunter’s Plaza Shopping Mall – Papatoetoe  Manukau Institute of Technology - Otara	
2	What are the major transportation routes within your electorate?	<p><b>Panmure</b></p> <p>Pilkington Rd &amp; Tripoli Rd</p> <p>Panmure Train Station - closed</p> <p><b>Mt Wellington</b></p> <p>Carbine Rd</p> <p><b>Otahuhu</b></p> <p>Great South Rd &amp; Atkinson Ave</p> <p>Otahuhu Rail Station</p> <p><b>Papatoetoe</b></p> <p>Great South Rd, Kolmar Rd &amp; Saint George St</p> <p><b>Otara</b></p> <p>East Tamaki Rd, Bairds Rd &amp; Otara Rd</p>	

3	<p>What businesses and/or organisations which are significant employers in my electorate? E.g., forestry, manufacturing, large office buildings</p> <p>Note: all voting services must be accessible to the general public and not behind locked doors (excluding hospitals, care homes etc).</p>	<p>Currently the Electorate Manager is working with Erin Temu the South Auckland Senior Advisor with the Community Engagement Team regarding ongoing community opportunities, however we can confirm that the Manukau Institute of Technology has partnered with the Electoral Commission for the GE2023 by agreeing to have an Advance Voting Place on campus and that we are currently in discussion with MIT regarding offering employment opportunities to MIT students.</p> <p>To date the Electorate Manager has attended three Employment Expo events at MIT with six more Employment Expo events planned in June and July at the Manukau campus as well as at the Otara campus.</p>	
4	<p>What are the geographical challenges for voters in my electorate to access voting services?</p>	<p>The electorate is long and skinny with all major transport links flowing in a north and south direction, the electorate is also divided by State Highway One being the Southern Motorway - all of the main arterial routes incur continuous high traffic volumes which can often become congested and cause delays.</p>	<p>On a plus side main arterial routes provide great visibility for not only awareness of the voting fortnight period but also the orange signage display of a Voting Place.</p>

5	What has changed in my electorate since GE2020?	The electorate has seen a massive change in the housing landscape with Kainga Ora building hundreds of new homes right across the electorate. This more than likely will have increased the local population numbers since the last Census in 2018 but may not be currently recorded in any data.	
6	Where are the high foot traffic locations and major transportation routes neighbouring my electorate?	<p>Sylvia Park Mall in the Maungakiekie Electorate</p> <p>Botany Town Centre in the Botany Electorate</p> <p>Manukau Shopping Mall</p> <p>Manukau Rail Station</p>	<p>The rear entrance to Sylvia Park Mall is located on the other side of Carbine Road.</p> <p>Maungakiekie Electorate is on one side of Carbine Road and Panmure/Otahuhu is on the other side of the road – the boundary runs up the middle of Carbine Road.</p>
Services offered			
7	What voting services will be provided to meet the needs of Māori voters?	<p>While services to Maori will be offered at every VP in the electorate our priority areas will be Point England, Panmure, Otahuhu and Otara.</p> <p>Services to Maori youth will also be offered at the Manukau Institute of Technology Otara campus and further strategies will be developed with the networks that the Electorate Manager is currently building within the community as well as with the RA and the EC engagement team.</p>	<p>Proposed VPs of significance to Maori will be local Community Centres and schools across the electorate.</p> <p>The Panmure/Otahuhu Electorate will offer services to Maori at the Te Puke o Tara Community Hall during Advance Voting as well as on Election Day.</p> <p>The Electorate Manager is currently working with Georgie Thompson from the Ruapotaka Marae and will offer Voting Services from the Te Whare Rangimarie venue in Panmure on Election Day.</p> <p>An update to the Electorate Plan is that the EM has had a very successful discussion with the</p>

			Otara Rugby League Football Club in Otara and that we will not only offer Voting Services to five local Senior Citizens group but the WM and General Manger of the club are developing a program to offer Voting Services on Saturday the 7 <sup>th</sup> of October, which will also be in conjunction with a rugby competition across several grades.
8	What specialist services do you need to deliver in your electorate?	<p>The Electorate Manager is developing several highly targeted strategies to deliver Voting Services to not only local communities across the Electorate but also through initiatives working with the Manukau Institute of Technology Otara Campus, the Indian Association of Manukau, the Hindu Swaminarayan Complex both of which are located in Papatoetoe where the Indian Community makes up 47% of the population.</p> <p>Specialist teams will also be required to service Middlemore Hospital, Radius Waipuna Hospital. The Otara Spinal Unit in Otara as well as three aged care facilities in Otahuhu and five aged care facilities in Papatoetoe.</p>	<p>Specialist services for the GE2023 will be different from the GE2020 from the following aspects;</p> <p>1). The Electorate manager has secured several new VPs that will target the diversity of the Electorates population across the various suburbs where our cultural communities predominantly prefer to live.</p> <p>2). Some of the new relationships that the Electorate Manager has developed this year with a variety of cultural groups as well as community centres should deliver higher voter turn-out.</p> <p>3). The Electorate Manager is working hard to encourage an increase in staffing applications to work on the Election across all of his networks, visits to schools as well as non-school VPs with a particular push to our cultural groups.</p>
9	Where and what shared electorate voting will be offered to meet the demand of voters?	<p>Shared voting will be offered for Tamaki, Maungakiekie, Pakuranga, Botany, Takanini, Manurewa and Mangere electorates at the closest VPs to the above boundaries – therefore shared voting will differ in different areas of the Panmure/Otahuhu Electorate.</p> <p>It is more than likely that shared voting will differ because of the reach of more conveniently placed VPs to the neighbouring electorate boundary as</p>	

		<p>opposed to issuing all shared votes at Hunters Plaza Shopping Mall which is very centrally located within the electorate and not on another electorate boundary. Shared votes will be offered for the Tamaki Makaurau Maori Electorate.</p>	
Hours of service			
10	<p>When and where should hours of voting services be offered?</p>	<p>At the time of preparing this plan it is hoped that we be able to offer advanced voting in 11 AVP'S across the electorate; two in Panmure, one in Mt Wellington, two in Otahuhu, three in Papatoetoe, three in Otara. Opening hours are still to be confirmed with the venue provider and I would see the hours being 9am to 5pm approximately in nine AVPs. The opening hours at Hunters Plaza are more than likely 9/am to 5/6pm each day and up to 8/9pm on late nights. Three of these AVP's will continue as an Election Day VP added the 18 schools across the Electorate plus the Te Whare Rangimarie venue.</p>	<p>It would appear from the review of VPs from the GE2020 that the VP locations met the needs of the community but this is difficult to accurately say because low voter turnout rates are historically known from South Auckland - this may have been an anticipated result and challenge for the GE2020. It would appear the hours that services were provided met the needs of the community. The Electorate Manager is working on several refinements to the Electorate Plan for the GE2023 Election, they include new and more strategically placed AVPs on high volume traffic routes which includes the Manukau Institute of Technology Otara Campus to reach the broad diversity of students, the Indian Association Manukau – Diversity Centre which has 5,000 members, the Hindu Swaminarayan Complex with a 100 visitors per day on Monday to Friday and 1,400+ visitors on Saturday and Sunday.  The Electorate Manager is also working to develop additional local networks to increase the awareness of the GE2023 within the electorate.</p>



<p>11</p>	<p>How will you provide a consistent service?</p>	<p>It appears that a consistent service was maintained for the GE2020 Election – there were 8 AVPs open for the entire advance voting period.</p> <p>While there were 15 AVPs open during the advance voting being the increase by 7 schools on the middle weekend of the advance voting period.</p> <p>There were 24 VPs open on Election Day being 5 VP’s and 19 schools.</p> <p>The electorate did not provide services for any remote nor isolated communities for the GE 2020 Election</p>	<p>It appears that this service met the needs of the community but this is difficult to accurately say because low voter turnout rates are historically known from South Auckland - this may have been an anticipated result and challenge for the GE2020.</p> <p>At the time of preparing this plan the Electorate Manager is exploring new VP locations to be more strategically located on high volume traffic routes across the whole electorate in order to attract voters with the convenience of stopping on route as well as with the ease of parking on site, it is anticipated that new strategically applied initiatives such as new VPs at high volume traffic routes, local community networking, community engagement to promote enrolments, voting services and job opportunities will generate increased voting numbers – added to the possible VP presence at Manukau Institute of Technology Otago Campus to capture an increase in voting from youth.</p> <p>It is also anticipated that the increased activity by targeting Voting Services to Maori for the GE2023 will see an increase in voting from Maori.</p>
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12	<p>When and where should extended hours of voting services be offered?</p> <ul style="list-style-type: none"> <li>• early morning</li> <li>• late nights</li> </ul>	At Hunters Plaza Shopping Mall - Papatoetoe	
13	<p>When and where should weekend hours of voting services be offered?</p>	<p>Advance Voting Places x 9</p> <p><b>Panmure</b> Panmure Library Mt Wellington Bowling Club</p> <p><b>Otahuhu</b> Otahuhu Community Library Otahuhu Community Hall</p> <p><b>Papatoetoe</b> Hunters Plaza Shopping Mall Indian Association Manukau – Diversity Centre Hindu Swaminarayan Complex</p> <p><b>Otara</b> Te Puke O Tara Community Hall Otara Library</p>	

## 2.5 Hubs and secure storage

Use this section to think and plan how your electorate may use a hub and/or secure storage (if applicable). Refer to section 5 of Chapter 4 in the operations manual when completing this section.

N/A

### 3 Planning your voting services

Based on identified gaps/improvements, detail potential voting places to consider.

#### 3.1 Partnership locations

National Office has worked with key partners around New Zealand to identify locations for advance and Election Day voting places. The partnership locations identified for you are:

Place	Address	Partner organisation
Pasifika Community Centre	Gate 12 53 Otara Road Otara	Manukau Institute of Technology

#### 3.2 Other locations

Advance and Election Day voting places need to be delivered in the geographic locations listed below, in addition to the partnership locations. Voting services might be delivered in the sites listed below.

Locations	Possible sites
Point England	VPs Pt England Primary School, Ruapotaka Primary School
Panmure	AVPs Panmure Community Centre, Panmure Library, Mt Wellington Bowling Club VPs Panmure Community Centre, Panmure Bridge Primary, Tamaki Primary School, Te Whare Rangimarie
Otahuhu	AVPs Otahuhu Library, Otahuhu Community Hall, St Joseph's Church Hall VPs Otahuhu Community Hall, Fairburn School, Otahuhu College, Otahuhu Intermediate, Panama Road School, Otahuhu Primary School
Papatoetoe	AVPs Hunters Plaza Shopping Mall, Swaminarayan Complex, Indian Association Manukau - Diversity Centre VPs Hunters Plaza Shopping Mall, Papatoetoe Intermediate, Papatoetoe Central School, Papatoetoe East Primary School, Papatoetoe High School, Omana Kindergarten, Wesley Methodist Church Hall NOTE: the Papatoetoe Town Hall on St George St is actually located within the Manurewa Electorate and will offer voting services to shoppers as well as residents of Papatoetoe across the fortnight voting period – half of St George St is located within the Panmure/Otahuhu Electorate while the other half is in the Manurewa Electorate – this location will suffice as a VP for old Papatoetoe that falls into both electorates.
Otara	AVPs Te Puke o Tara Community Hall, Otara Library, Pasifika Community Centre -MIT, Saint John the Evangelist Church

	VPs Te Puke o Tara Community Hall, Mayfield School, Ferguson Intermediate, Bairds Mainfreight Primary School, Sir Edmund Hillary Collegiate, Wymondley Road School, East Tamaki Primary School
Mt Wellington	AVP Salvation Community Centre

### 3.3 Other services

Voting services need to be delivered to the following organisations, institutions, groups, remote communities or at the following public events.

Organisation, institution, groups and public events	Type of service required
Otara Rugby League Football Club - Otara	Mobile Team during Advance Voting

### 3.4 Other teams

Voting team services need to be delivered to the following organisations: care homes, hospitals, prisons, defence forces.

Organisation	Size of service
Middlemore Hospital	Voting for patients in the Hospital
Otara Spinal Unit	Voting for patients in the unit
Otahuhu	The Willows Home & Hospital, Alexander Lodge Rest Home
Papatoetoe	Kolmar Lodge Rest Home, Papatoetoe Residential Care, Kenderdine Park, Glencoe Rest Home, St Christophers Rest Home & Hospital
Mt Wellington	Radius St Joans Rest Home & Hospital

### 3.5 Planning

To complete the assessment of all potential voting places, you will need to plan how you complete these by end of April.

Area	Number of potential voting places	Time required	Resources required	Completed by
Point England	ED Schools x 2	1 hour	EM	████████
Panmure	AVPs x 3 ED Schools x 3 plus x 1	4 hours	EM	████████

Mt Wellington	AVP x 1			
Otago	AVPs x 3 ED Schools x 5	4 hours	EM	████████
Papatoetoe	AVPs x 6 ED Schools x 4	5 hours	EM	████████
Otago	AVPs x 4 ED Schools x 6	5 hours	EM	████████
AVPs required	11			
ED VPs required	22			

### 3.6 Key contacts

To enable your electorate to deliver services, you will need to build strong relationships with key service providers. E.g., Mainfreight.

Organisation	Name	Email	Contact number
Auckland Council	████████	██	████████
Mainfreight	████████	██	████████
Office Max	████████	██	████████
Spotless	████████	██	████████
Dean Property Consultants Ltd	████████	██	████████ ████████
NZ Police		42 Manukau Station Road Manukau	09-261 1300
NZ Fire Service		15 A Lambie Drive Papatoetoe	09-262 0767

## 4 Confirming your voting service

### 4.1 Finalising your voting service

Use this table to record the outcome of your decision and the rationale behind your decision.

Site name	Outcome	Why
<b>Point England – ED VP</b> Point England Primary Ruapotaka Primary School	Approved Approved	Historical VP location, good position for the local community Historical VP location, good position for the local community
<b>Panmure – AVP</b> Panmure CommunityCentre  Panmure Library  Mt Wellington Bowling Club	Unavailable  Approved Mon-Fri 9am-4pm Saturday 12-4pm Approved Mon-Fri 9am-3pm	Historical VP location, heart of Panmure main shopping, large venue, excellent parking, high volume traffic route Historical VP, Heart of Panmure main shopping, high volume traffic route, excellent parking New location close to Tripoli Road which is a high volume traffic route
<b>Panmure – ED VP</b> Panmure CommunityCentre Tamaki Primary School  Panmure Bridge Primary Te Whare Rangimarie	Unavailable Approved  Approved Approved	Historical VP location, great main road location and position for the local community Historical VP location, good position for the local community This venue is in the same building as the Library and located in the heart of Panmure
<b>Otahuhu – AVP</b> Otahuhu Community Library  Otahuhu Community Hall  Saint Joseph’s Church Hall	Approved Mon-Fri 9am-4pm Saturday 10-4pm  Approved Mon-Fri 9am-4pm  Replaced by Otahuhu Community Hall	Historical VP location, heart of Otahuhu close to Great South Road, excellent parking  Historical VP location, heart of Otahuhu close to Great South Road, good networking opportunity, excellent parking – good position for the local community The Otahuhu Community Hall will offer advance voting for ten days for GE2023 unlike GE2020 when the hall was only used for three days
<b>Otahuhu – ED VP</b> Otahuhu Community Hall  Otahuhu Primary School Otahuhu Intermediate Panama Road School Otahuhu College	Approved  Approved Approved Approved Approved	Historical VP location, heart of Otahuhu close to Great South Road, good networking opportunity, excellent parking – good position for the local community Historical VP location, good position for the local community

Fairburn School	Approved	Historical VP location, good position for the local community
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<b>Papatoetoe – AVP</b> Hunters Plaza Shopping Mall Hindu Swaminarayan Complex Indian - Diversity Centre	Approved Approved Mon-Fri 9am-5pm  Approved Mon-Fri 9am-5pm	Historical VP location, heart of Papatoetoe on Great South Road, excellent parking Great main road route, high visibility, will serve the local community well  Great main road route, high visibility, will serve the local community well
<b>Papatoetoe – ED VP</b> Hunters Plaza Shopping Mall Papatoetoe East Primary Papatoetoe High School Papatoetoe Central School Papatoetoe Intermediate Omana Kindergarten Wesley Methodist Church	Approved Approved Approved Approved Approved Not available Not required	Historical VP location, heart of Papatoetoe on Great South Road, excellent parking Historical VP location, good position for the local community Historical VP location, good position for the local community Historical VP location, good position for the local community Historical VP location, good position for the local community  Replaced by Papatoetoe Town Hall in Manurewa Electorate
<b>Otara – AVP</b> TePukeoTaraCommunityHall Otara Library Pasifika Community Centre St John the Evangelist	Approved Mon-Sat 9am-4pm Approved Mon-Fri 9am-4pm Approved Mon-Fri 9am-5pm Not suitable	Same building as Otara Swimming Pools and Leisure Centre Historical Voting Place, good position for the local community MIT Otara Campus - Partner Problematic with no overnight storage – using Te Puke o Tara Community Hall
<b>Otara – ED VP</b> TePukeoTaraCommunityHall Wymondley Road School Sir Edmund Hillary Collegiate Bairds Mainfreight Primary Ferguson Intermediate Mayfield School East Tamaki Primary School	Approved Approved Approved Approved Approved Approved Not suitable	Historical VP location, good position for the local community Historical VP location, good position for the local community Looking for VP's more central in the Electorate and not on the boundary
<b>Mt Wellington – AVP</b> Salvation Army Community Centre	Approved Mon-Fri 9am-3pm	Historical VP location, large venue that attracts visitors from the community, also a historical VP


## 4.2 Identifying your approach to meeting your recruitment needs

Refer to Section 6.2 of Chapter 4 in the operations manual to complete this section.

<b>Identified issue or target employment group</b>	<b>Strategy</b>
Maori, Pacifica, Indian, Asian	Develop local networks – reach out to these networks to promote job opportunities and diversity Electoral Commission Engagement Team Promote jobs for whanau
Youth	Develop local networks through Manukau Youth Workers Network – Otara Network Action Committee Manukau Institute of Technology Pasifika Development Electoral Commission Engagement Team Promote jobs for whanau
Community Centres & Schools  Lambie Drive business community	Networks and contacts through the local Community Centres – cultural groups, daycare groups and parents Local Schools – promote ED jobs to staff and whanau  The Electorate Manager will introduce himself to all of the local businesses as well as commercial offices on Lambie Drive in order to promote job opportunities to work for the GE2023
Government Agencies	Contacts with local government agencies such as Work and Income, Dept of Immigration, NZ Police – jobs for whanau  Census staff who completed their work assignments on the Census 2023.

The Electorate Manager will apply his extensive experience having worked on seven previous elections for Voting Services as well as his experience having worked on the Engagement team for Enrolment Services to carefully consider applications for all roles from within the HQ to key Voting Place staff for AVPs and VPs.

Initially personal key contacts, previous HQ as well as VP staff will be encouraged to apply for roles that are the right fit for their experience and skill set.

This will be followed by inviting other good candidates that have been found from network opportunities across the local areas of the electorate to apply for roles.

Additional sourcing will be found from direct approaches within the community while working with VP venue suppliers, such as community centres, schools, community groups and associations, retail locations, contacts at education facilities, students, local area businesses etc.

Each person who is either contacted or spoken with will be asked if they have any whanau who would be interested in working for the GE2023.

The Electorate Manager has already made several local community contacts while attending community network meetings and has several more scheduled meetings that take place every month. We will also use local community noticeboards to display our recruitment material as well as Facebook opportunities through schools and community groups.

The Electorate Manager is currently working closely with Erin [REDACTED], Senior Advisor Community Engagement on a several local community meetings and events. It is also planned to attend all the local Night Markets alongside the Engagement Team in order to target the maximum number of potential candidates as possible with handouts as well as employment registrations of interest.

The Electorate Manager is also working closely with the RA's on a number of initiatives, with one of the prominent initiatives currently being the ongoing relationship and opportunities that are developing with the Manukau Institute of Technology for the recruitment of students not only in general terms for a role on the election but also to match students where their subject major might be in recruitment, HR Management, logistics, for work experience, HQ support roles or Election day roles.

There has also been a discussion with the Manukau Institute of Technology regarding being able to consider employment for students who are studying at NCEA level three and will qualify for NCEA credits against working for the Election as a community activity.

The Electorate Manager has previously experienced how important it is to have a RRM that will be successful in the role as well as someone who is extremely well connected within the community – it will be this type of person that will be seriously considered for the RRM role. The Electorate Manager will work closely with the RRM to make sure that we are on target for staffing numbers across all roles for the GE2023. The Electorate Manager plans to fully support the RRM to achieve the best possible result through the recruitment period.

The Electorate Manager is well experienced in developing a successful team and will maintain a good line of communication to all staff while also promoting an inclusive environment across the whole team. He will make sure that everyone is aware of the Electorate Plan, the demographic of our voters, the objectives that we need to achieve across the multiple tasks as well as outcomes for a successful Election result. He will create an action plan for all staff to be aware of each week starting from Monday mornings, he will discuss all Actions Notes with staff as they are received from National Office, he will maintain an open door policy of approach to all staff and also support all HQ Managers, Team Leaders, Trainers, Mobile Support Officers, he will demonstrate this interest by regular Voting Place visits during Advance Voting as well as on Election Day.

Refer to Section 7 of Chapter 4 in the operations manual to complete this section

## 6 Risks

Refer to section 8 of Chapter 4 in the operations manual, the eLearning risk module, and the risk register template. List any risks with a rating score of 12 or more, and any that require significant budget or time to manage.

Your Regional Manager will discuss any further mitigation needed with you.

- Recruitment – if we do not receive sufficient applications from candidates, we may be able to secure staff from the Botany Electorate overflow.
- Training – can we recruit enough trainers in order to deliver quality training on the electoral process.
- Voting Services – will we be able to match the community needs and achieve the required turnout rates.
- Security Guards – it has become apparent from the VP assessments that many of the VPs in South Auckland will require Security Guards during the voting period and especially on ED.-

## 7 Review

Refer to section 9 of Chapter 4 in the operations manual to complete this section.

Subject	Feedback
Headquarters	<p><b>FUNCTIONAL LAYOUT</b>            The functional layout of our HQ worked well on the whole for separation of departmental activity, including HQ manager as well as support staff office spaces. Provision of the HQ could have been a bigger space/building as space got tight as we moved through the increase in staff numbers as well as processes across the whole election 2023 period. Logistics was not helped by being located on the first floor of our building without a lift nor adequate storage space, When the space was empty it looked sufficient but once supplies and ballot boxes arrived or returned space was used and became very tight – more storage area would have been an advantage – greater zone four area/areas would have been an advantage.            We use three rooms for the ordinary count which proved very problematic and we used another room for Special Votes processing, it all worked but there was a lot of commuting/running between rooms for the Process Leaders. Our building only accommodated minimum use of pallets – it was very problematic to unpack as well as pack pallets from delivery to pick-up.</p> <p><b>FLEXIBILITY</b>            Spaces become flexible but again very tight</p> <p><b>SET UP OF SITE</b>            Set up of the HQ was achieved but only after countless hours of searching for affordable furniture            The purchase of plastic trestles was achieved through Bunnings and Mitre 10 stores            Second hand furniture was achieved through a local store            But purchasing pricing has jumped from 2020 and it is impossible to achieve the purchase of all items for just \$3,000, this budget probably needs to be \$6,000 in today's furniture market.</p>
Selection of voting services	<p>I think that it is fair to say that voting services as well as voting places met the needs of all voters            I believe that the right number of voting days as well as hours were offered to the public            I do not believe that it is necessary to change the make-up of any shared voting in this electorate            If I was to recommend any change to the voting service, I think that it might be to not have enrolments on Election Day – this year the demand for enrolments on Election Day was too high and only resulted causing a delay in the vote counting process</p>

<p>Recruitment</p>	<p>My strategy was to network with the local community to attract applications, work with VP venues to attract members or staff to apply to work for the Election, refer a buddy or family members          We also worked with the Manukau Institute of Technology at their Employment Expo's to recruit students          We worked with the local rugby club to recruit staff as well as use their venue as a VP          The main approach was to work with one key community contact or club manager to reach out to targeted members – this approach was highly effective          I don't think that we could have done things any differently for this year  <b>CHALLENGES</b>          Yes there were many challenges faced with recruitment in this electorate and it's also a known historical factor          Recruitment at different levels was extremely challenging as this electorate does not have the calibre of people in the market to employ          Snaphire just made it too difficult to share candidates          Due to the tightness of applications it was also difficult to employ staff for the right locations          Recruiting staff from the right communities was a bit problematic overall          Snaphire was incredibly difficult to work with</p>
<p>Logistics and supplies</p>	<p>Our logistics plan was kept simple and worked well          Our HQ space was limited and also very tight for all supplies – we managed but it could have been better          We were also located on the first floor of our building without a lift – this was incredibly challenging to work with          We also had no space for delivery nor pick up of packed pallets          Receipt of and delay of supplies was also incredibly frustrating, causing many delays</p>
<p>HQ operations</p>	<p>Our staff were managed through well drafted rosters</p>
<p>Training</p>	<p>Our electorate managed training rosters through a lot of juggling and planning – it would have been nice to have more training day options in the calendar          We managed through the training rooms although not all of the Air Conditioning worked and it was incredibly hot in the training rooms          All training equipment and materials worked well – although there was a problem with logins on the mobile phones plus more extensive training on using the reconciliation appt would have been a distinct advantage          All my trainers were excellent</p>
<p>Rostering and communications</p>	<p>All rostering and communications were handled by a specialist person</p>

Voting period	<p>We monitored voting through the daily numbers</p> <p>We resolved complaints and handled incidents as they happened</p>
Post-election and completion	<p>We handled the volume of votes – including Special Votes – by working longer hours and continuous days</p> <p>We met the deadlines by working longer hours and continuous days</p> <p>We managed staff by those who wanted to work</p>

# TAKANINI

## 2023 Electorate Plan for Service Delivery

This electorate plan has been broken into the following sections, covering how services will be planned:

1. Voting services expectations
2. Electorate overview
3. Planning your voting services
4. Confirming your voting service
5. Building your electorate team
6. Risks
7. Review

This plan is an integral part of the overall planning for the general election. It is based on your Regional Plan and combines with other electorate plans to provide a regional approach.

### List of changes

Version no.	Consulted with / changes made	Date
1.0	Regional Manager – Jeremy Kannemeyer	18 May 2023
2.0		
3.0		

## 1 Voting services expectations

### **My electorate's voting services will:**

- 1** Meet the needs of the community
- 2** Be available in locations convenient to voters where they live, work and play
- 3** Prioritise Māori voters, diverse communities and target groups by providing services informed by the community
- 4** Be staffed to reflect the diversity of my local community
- 5** Offer shared electorate voting at locations where voters are expected to vote
- 6** Operate at times convenient to voters, including late nights and weekends

## 2 Electorate overview

### 2.1 Overview

Region	Auckland South	
Electorate profile	Takanini electorate is in the south of the <u>Auckland Urban Area</u> and comprises population east of Manurewa and south of Botany. It includes the communities of Wattle Downs, Takanini, Manurewa East, The Gardens, Goodwood Heights, Manukau Heights and part of Flat Bush. Takanini had the second-fastest growth rate between the 2013 and 2018 census.	
Home Māori electorate(s)	Tāmaki Makaurau	
Neighbouring electorates	Manurewa, Papakura, Botany, Panmure-Ōtāhuhu Māori electorate: Hauraki-Waikato	
Shared electorates	My electorate will provide services for which other electorates voters	Which electorates will provide services for my voters
	Manurewa, Papakura	Manurewa, Papakura
	Botany, Panmure-Ōtāhuhu	Botany, Panmure-Ōtāhuhu
	Hauraki-Waikato	

### 2.2 Enrolment and turn-out rates

This table compares the nationwide 2020 enrolment and turn-out rates with your electorate's rates.

	Nationwide average in 2020	Your electorate in 2020	Your electorate compared to the nationwide average
Enrolment rate	94%	88.67%	-5.33%
Turn-out rate	82.24%	74%	- 9%
Turn-out split (AV% vs ED%)	AV: 68% ED:30%	AV: 64.55% ED: 35.44%	AV: -3.45% ED: 5.44%

### 2.3 Key characteristics

Refer to the questions in section 4.3 of Chapter 4 in the operations manual when completing these questions.

Q #	Question	Identify	So what?
My electorate and how I fit into my region			
1	How does my electorate fit into the regional plan for delivering voting services?	<p>Takanini is a new electorate created ahead of the 2020 general election as a result of population growth in the area caused by the outward expansion of Auckland. Takanini was created by drawing population from the current general electorates Manurewa and Papakura, as well as the former Hunua electorate.</p> <p>Service delivery for Takanini will be based on the following as per the regional plan:</p> <ul style="list-style-type: none"> <li>• What we do helps to maintain a healthy democracy.</li> <li>• Community led approach. Making connections with diverse communities within the electorate.</li> <li>• Focusing on Māori &amp; Pasifika communities and finding places known/local for them.</li> <li>• Voting places open on days &amp; times convenient for the public.</li> <li>• Recruiting staff based on community profile. People need to see people working who look like them.</li> <li>• Focus on target groups – Youth, Māori, Pacific peoples, CALD communities and hard-to-reach group.</li> <li>• Increasing the number of shared votes with other electorates.</li> <li>• Selecting advance voting places to take advantage of high foot traffic.</li> </ul>	<p>Takanini’s population is relatively young. Based on 2018 census, it is ranked fourth highest among general electorates for both the share of those aged under four (8.1%), and those aged 5-9 (8.0%). It has the fourth-lowest shares of those aged 70-74 (2.2%), and the fifth-lowest share of those aged 75-79 (1.6%), and those aged 80-84 (1.0%).</p> <p>It's an urban electorate with a large population of young and first-time voters.</p> <ul style="list-style-type: none"> <li>• Certain Languages need to be available in some VPs.</li> <li>• People feel welcomed, especially if they are first time voters.</li> <li>• Voter’s assistance is an important role to make people feel welcomes and help them understand the process.</li> <li>• Overall quality assurance will be done proactively.</li> </ul>
2	What are the logistical challenges of my electorate’s geography?	<p>Traffic Congestion during peak hours. Short distance travel but congestion might cause problems during peak hours.</p> <p>More than 90% population have more than 1 transport as per census 2018.</p>	<p>Delivery of equipment to be done in off peak hours such as 10am – 2pm. Making bubbles of neighbouring VPs with a radius of 10 kilometre, supplies to be delivered in these zones, start from the farthest from HQ, deliver to the closest VPs in the end.</p>

3	What will my electorate need to do to recruit the most appropriate staff?	The labour market this GE is difficult to gauge. As per STATS the unemployment rate is currently 3.4% in the December 2022 quarter. Next update is due in May 2023.	Finding the right people for the critical positions will be challenging. For bulk recruitment there are few options like: approaching MSD – job seekers, community groups, Facebook/LinkedIn job hunt, schoolteachers, South Auckland Youth Groups and Year 13 & above college students. Encouraging young mums to apply who are looking to return to workforce.
Demographic considerations			
4	What is my electorate's ethnic make-up?	<p>The electorate is ethnically diverse.</p> <p>The largest ethnicity is the Asian ethnic group 42% – the third-highest proportion among general electorates – followed by:</p> <p>European: 32%, Pacifica: 21%, Māori: 17.2%</p>	Percentage Māori population is higher than the national average. The large variations in the ethnicity will need to be considered when recruiting staff and delivering voting service.
5	Where are young people located?	As per the enrolment stat on 31 <sup>st</sup> March 2023, Takanini's young population (Age 15 – 29) is around 24%. It includes the communities of Wattle Downs, Takanini, Manurewa East, The Gardens, Goodwood Heights, Manukau Heights and part of Flat Bush. 47% of the total population are 29 years old or younger.	2 Senior Colleges: Alfriston College & Ormiston College comes under Takanini Electorate. The young population (16 and above) resides in these school zones, which are on boundary shared with Papakura & Botany. Young adults of Manurewa are also zoned for Alfriston College.
Turnout considerations			
6	What are my electorate's turnout rates?	<p>The turn out rate of Takanini was 74.4% - 62<sup>nd</sup> in the country.</p> <p>However, these areas in the electorate: Randwick Park, Manurewa South, Manurewa East, Goodwood Heights, Weymouth East, Leabank, Clover Park South, Wattle Downs, Conifer Grove, Takanini West had less than 50% proportionate voters. These areas also come under the High Deprivation Levels.</p>	<p>Challenges of covid lockdowns, social distancing, unemployment may have restricted voters to come out and vote. Note – Covid vaccination came began from 20<sup>th</sup> February 2021. People were mentally prepared to go back to normal way of living after vaccination.</p> <p>As per the report on the 2020 GE:</p> <p>Survey data and population and participation rate analysis at</p>

			<p>electorate and suburb level, confirm that areas with higher Māori, Pasifika, and linguistically and culturally diverse populations (including new migrants and refugees) have lower turnout levels. Although rates of participation increased significantly in 2020, the map shows some electorates had lower levels of growth in turnout (Panmure -Ōtāhuhu, Manurewa, Māngere, Botany, and Takanini).</p> <p>In the post-election survey, non-voters were more likely to be those aged 18-49, female, Māori, and from Auckland.</p>								
7	What are my electorate's enrolment rates?	<p>As of 31<sup>st</sup> May 2023, est. eligible population is <b>62,615</b></p> <table border="1"> <thead> <tr> <th>GENERAL ROLL</th> <th>MĀORI ROLL</th> <th>TOTAL ENROLLED</th> <th>% ENROLLED</th> </tr> </thead> <tbody> <tr> <td>49,252</td> <td>4,546</td> <td>53,798</td> <td>85.92%</td> </tr> </tbody> </table> <p>For Māori Youth Population: 56.17% of 18 – 24 year olds and 77.72% of 25 – 29 year olds are enrolled.</p>	GENERAL ROLL	MĀORI ROLL	TOTAL ENROLLED	% ENROLLED	49,252	4,546	53,798	85.92%	<p>GE2020 enrolment rate was 88.67%. The pace of enrolment has gone higher in 2023, between May – October, we might be able to achieve 90%.</p> <p>This information is updated monthly on elections website.</p>
GENERAL ROLL	MĀORI ROLL	TOTAL ENROLLED	% ENROLLED								
49,252	4,546	53,798	85.92%								

## 2.4 Voting services

Refer to the questions in section 4.4 of Chapter 4 in the operations manual when completing these questions.

Locations of service			
1	Where are the high foot traffic areas within your electorate? e.g., malls	<p>The Takanini Town Centre also called Southgate shopping centre is an upcoming hub with a lot of foot traffic.</p> <p>Bruce Pulman Park is a multi-sports event centre booked throughout the Advance voting &amp; election period time.</p> <p>Auckland Botanic Gardens.</p>	<p>Having The Warehouse as an Advance Voting Place will attract lots of people.</p> <p>The site is expecting more than 2000 people engaging in sporting activities during this period.</p> <p>October is the busiest month for them due to the spring season. Many people visit this site and there are various events in the Elections period.</p>
2	What are the major transport routes within your electorate?	<p>No Major Transport Hubs. However, there are train &amp; bus stations throughout the electorate. People generally travel outside the electorate to work.</p>	<p>Takanini ranks first among general electorates for households which have four or more motor vehicles (13.2%); and those who drove a private motor vehicle to work (69.8%).</p>

3	<p>What businesses and/or organisations which are significant employers in my electorate? E.g., forestry, manufacturing, large office buildings</p> <p>Note: all voting services must be accessible to the general public and not behind locked doors (excluding hospitals, care homes etc).</p>	<p>The electorate composition is majorly residential areas.</p> <p>No large-scale industries or offices within the electorate boundary.</p>	
4	<p>What are the geographical challenges for voters in my electorate to access voting services?</p>	<p>There are no big challenges geographically. The electorate is compact with flat terrain, mostly well serviced by public transport.</p>	<p>Equipment for Election Day to be delivered to schools before the school holidays before Friday 22<sup>nd</sup> September 2023 or in the 2<sup>nd</sup> week of school holidays, whichever is agreed upon.</p>
5	<p>What has changed in my electorate since GE2020?</p>	<p>The biggest challenge in GE2020 was COVID-19. This is not a major concern anymore.</p> <p>There are new suburbs and ongoing construction, which means there is an increase in population and the ethnic diversity of the population.</p>	<p>Takanini will need enrolment support in these new suburbs during Advance Voting and on Election Day.</p>

6	Where are the high foot traffic locations and major transport routes on neighbouring my electorate?	<p>Otahuhu Station &amp; Puhinui Interchange, MIT in Panmure – Otahuhu</p> <p>Manukau train station &amp; bus terminal, Westfield Mall, AUT south Campus – Manurewa</p> <p>Ormiston Town Centre - Botany</p>	<p>People generally study, work or shop outside Takanini’s electorate boundary.</p> <p>These locations will be popular among the public.</p>
Services offered			
7	What voting services will be provided to meet the needs of Māori voters?	<p>Knowing the key areas to make priority services available:</p> <p>Randwick Park School is being used for the first week on Advance Voting 2<sup>nd</sup> – 8<sup>th</sup> October to capture the Māori &amp; Pasifika Communities living in &amp; around this area.</p> <p>It is a well-known location for the residence. The school will actively promote it as a advance voting place via school newsletters, school app to the family of students and putting information on school notice board.</p> <p>Also providing Mobile voting service in Te Mahia Community Village, emergency accommodation &amp; transitional housing facility.</p>	<p>Uncertainty around the changes in MOE.</p> <p>Building relationships is not a one-off, needs to be continuous/ongoing year after year.</p> <p>Community engagement during Matariki will be a great way to show presence in the community and make public comfortable talking about voting and the process.</p> <p>Some parts of the electorate fall into a category of population for whom elections are not a priority.</p> <p><i>Cannot provide voting service in Te Mahia due to conflict of interest/ political party affiliation.</i></p>
8	What specialist services do you need to deliver in your electorate?	<p>Mobile team to service the rest homes:</p> <ul style="list-style-type: none"> <li>• Takanini Lodge</li> <li>• Lady Elizabeth Home &amp; Hospital</li> <li>• Wattle Downs Care Home</li> <li>• Totara Hospice</li> <li>• Elmwood Village</li> </ul> <p>Pop up voting service for:</p> <ul style="list-style-type: none"> <li>• Porchester Islamic Centre</li> </ul>	<p>10.10.23 – A new site ‘Evolve Auckland South – Rehabilitation Centre added to the specialist service.</p>
9	Where and what shared electorate voting will be offered to meet the demand of voters?	<p style="text-align: center;"><b>Papakura</b></p> <p><b>Advance Voting Place</b></p> <p>The Warehouse</p> <p>Bruce Pulman Park</p> <p>Randwick Park School</p> <p>Takanini Electorate Voting Team (pop-up)</p> <p><b>Advance + Election Day Voting Place</b></p> <p>Auckland Botanic Gardens</p> <p>Takanini Hall</p> <p><b>Election Day Voting Place</b></p>	<p>GE2020 – Takanini processed the highest amounts of special votes 9,157 due to low numbers of shared votes.</p> <p>Though the special votes numbers shouldn’t be that high in GE2023.</p> <p>We should consider that there are many new builds around the electorate, so</p>

	<p>Takaanini Library &amp; Community Hub          Holy Trinity Catholic Primary School          Takanini School          The Gardens School          Alfriston College</p> <p style="text-align: center;"><b>Botany</b></p> <p>Advance + Election Day Voting Place          Auckland Botanic Gardens          Old Flat Bush School Hall          Redoubt North Wesleyan Church          Election Day Voting Place          Mission Heights Primary School          Ormiston Activity Centre          Ormiston College</p> <p style="text-align: center;"><b>Manurewa</b></p> <p>Advance Voting Place          Connect Baptist Church          Randwick Park School          Takanini Electorate Voting Team (pop-up)          Advance + Election Day Voting Place          Redoubt North Wesleyan Church          Elim Christian Centre          Auckland Botanic Gardens          Manurewa Scout Hall          Takanini Hall          Election Day Voting Place          Everglade School          The Gardens School          Clayton Park School          Manurewa South School          Manurewa East School          Takanini School          Alfriston College</p> <p style="text-align: center;"><b>Panmure-Ōtāhuhu</b></p> <p>Advance + Election Day Voting Place          Redoubt North Wesleyan Church</p> <p style="text-align: center;"><b>Hauraki-Waikato</b></p> <p>Advance Voting Place          The Warehouse          Bruce Pulman Park          Advance + Election Day Voting Place          Takanini Hall          Election Day Voting Place</p>	<p>people might not be enrolled to vote under Takanini Electorate.</p> <p>Need enrolment support in some locations to enrol as many people as possible before roll printing.</p> <p>List of other electorates sharing votes for Takanini:</p> <p style="text-align: center;"><b>Panmure-Ōtāhuhu</b></p> <p>Advance + Election Day Voting Place          Hunters Plaza Shopping Centre          Te Puke o Tara          Otahuhu Library</p> <p style="text-align: center;"><b>Papakura</b></p> <p>Advance + Election Day Voting Place          Papakura Library Foyer          South Auckland Car Club          Election Day Voting Place          Alfriston School          Papakura Normal School</p> <p style="text-align: center;"><b>Botany</b></p> <p>Advance Voting Place          Auckland Fiji Methodist          Botany Library          Chinatown          Eastview Baptist Church          Ormiston Mall          St Peter Chanel Church          The Warehouse – Botany          Tupu Library          Election Day Voting Place          Baverstock Oaks School          Botany Downs Secondary College          Chapel Downs Primary School          Dawson Primary School          Kia Aroha College          Sancta Maria College          Somerville Intermediate School</p> <p style="text-align: center;"><b>Manurewa</b></p> <p>Advance Voting Place          MIT Manukau Campus          Pak'nSave Clendon</p>
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		<p>Takaanini Library &amp; Community Hub</p> <p>Holy Trinity Catholic Primary School</p> <p>Takanini School</p> <p style="text-align: center;"><b>Pakuranga</b></p> <p>Advance + Election Day Voting Place</p> <p>Auckland Botanic Gardens</p>	<p>Te Matarikii Clendon Community Centre</p> <p>Westfield Manukau Mall</p> <p>The Warehouse Manukau</p> <p>Advance + Election Day Voting Place</p> <p>Manurewa Library</p> <p>St Anne's Anglican Church Hall</p> <p>St Luke's Anglican Church Hall</p> <p>Election Day Voting Place</p> <p>Hillpark School</p> <p>James Cook High School Hall</p> <p>Finlayson Park School</p> <p>Wiri Community Hall</p> <p style="text-align: center;"><b>Epsom</b></p> <p>Advance + Election Day Voting Place</p> <p>Newmarket Mall Centre Court</p> <p>Newmarket Mall, S212, Level 2</p> <p style="text-align: center;"><b>Māngere</b></p> <p>Advance + Election Day Voting Place</p> <p>Māngere Arts &amp; Events Centre</p> <p>Papatuanuku Kokiri Marae</p> <p>Election Day Voting Place</p> <p>PaknSave Mangere</p> <p style="text-align: center;"><b>Pakuranga</b></p> <p>Advance + Election Day Voting Place</p> <p>Pakuranga Plaza</p> <p>Howick Library</p> <p>Highland Park Library</p>
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**Hours of service**

<b>10</b>	<b>When and where should hours of voting services be offered?</b>													
		Name	Mon 2-Oct	Tues 3-Oct	Wed 4-Oct	Thurs 5-Oct	Fri 6-Oct	Sat 7-Oct	Sun 8-Oct	Mon 9-Oct	Tues 10-Oct	Wed 11-Oct	Thurs 12-Oct	Fri 13-Oct
		The Warehouse	1200 - 1900	1200 - 1900	1200 - 1900	1200 - 2000	1200 - 2000	1200 - 1900	1200 - 1900	1200 - 1900	1200 - 1900	1200 - 1900	1200 - 1800	
		Bruce Pulman Park - Arena Café, GATE A	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1800	1000 - 1800	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1800	1000 - 1800	
		Connect Baptist Church	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700		1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1800	1000 - 1800	
		Elm Christian Centre						0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1800	0900 - 1800	
		Redoubt North Wesleyan Church	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700		1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1800	1000 - 1800	
		Auckland Botanic Gardens	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1800	1000 - 1800	
		Manurewa Scouts Hall	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1800	1000 - 1800	
		Old Flat Bush School Hall										0900 - 1800	0900 - 1800	
		Takanini Hall	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1800	0900 - 1800	
		Rendwick Park School	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700						

11	How will you provide a consistent service?	<p>By offering the same hours of voting services every day and being in the same venue for both advance &amp; election day where possible.</p> <p>Opening of similar hours every day and providing same extended hours in high foot traffic areas.</p>	<p>Such as Elim Christian Centre, Takanini Hall, Auckland Botanic Gardens, Redoubt North Wesleyan Church, Old Flat Bush School Hall &amp; Manurewa Scouts Hall</p> <p>Such as Bruce Pulman Park, The Warehouse, Auckland Botanic Gardens, Old Flat Bush School Hall.</p>					
12	<p>When and where should extended hours of voting services be offered?</p> <ul style="list-style-type: none"> <li>• early morning</li> <li>• late nights</li> </ul>	<p>The finishing times will be extended in these venues between Thursday 5<sup>th</sup> to Saturday 7<sup>th</sup> Oct and 12<sup>th</sup> &amp; 13<sup>th</sup> October:</p> <table border="1" data-bbox="518 728 943 936"> <tr><td>Auckland Botanic Gardens</td></tr> <tr><td>Gate A - Arena Café, Bruce Pulman Park</td></tr> <tr><td>The Warehouse</td></tr> <tr><td>Old Flat Bush School Hall</td></tr> <tr><td>Takanini Hall</td></tr> </table>	Auckland Botanic Gardens	Gate A - Arena Café, Bruce Pulman Park	The Warehouse	Old Flat Bush School Hall	Takanini Hall	<p>Giving voting service to the public outside working hours in these locations will be useful as these locations are used for sports, shopping, family or leisure activities.</p>
Auckland Botanic Gardens								
Gate A - Arena Café, Bruce Pulman Park								
The Warehouse								
Old Flat Bush School Hall								
Takanini Hall								
13	When and where should weekend hours of voting services be offered?	<p>Both Weekends:</p> <p>Bruce Pulman Park The Warehouse Randwick Park School Auckland Botanic Gardens Takanini Hall Old Flat Bush School Hall Manurewa Scouts Hall</p> <p>Saturdays only:</p> <table border="1" data-bbox="518 1234 943 1303"> <tr><td>Redoubt North Wesleyan Church</td></tr> <tr><td>Connect Baptist Church</td></tr> </table>	Redoubt North Wesleyan Church	Connect Baptist Church	<p>Voters are satisfied if the services provided are at their convenience.</p>			
Redoubt North Wesleyan Church								
Connect Baptist Church								

## 2.5 Hubs and secure storage

Use this section to think and plan how your electorate may use a hub and/or secure storage (if applicable).

Refer to section 5 of Chapter 4 in the operations manual when completing this section.

### 3 Planning your voting services

Based on identified gaps/improvements, detail potential voting places to consider.

#### 3.1 Partnership locations

National Office has worked with key partners around New Zealand to identify locations for advance and Election Day voting places. The partnership locations identified for you are:

Place	Address	Partner organisation
Takanini Village	30 Walters Road, Takanini	The Warehouse

#### 3.2 Other locations

Advance and Election Day voting places need to be delivered in the geographic locations listed below, in addition to the partnership locations. Voting services might be delivered in the sites listed below.

Locations	Possible sites
Flat Bush & Botany	<ul style="list-style-type: none"> <li>• Old Flat Bush School Hall (<b>A+E Day</b>)</li> <li>• Mission Heights Primary School (<b>Election Day</b>)</li> <li>• Ormiston Senior College (<b>Election Day</b>)</li> <li>• Ormiston Activity Centre (<b>Election Day</b>)</li> <li>• Te Uho O Te Nikau (<b>Election Day</b>)</li> </ul>
Goodwood Heights	<ul style="list-style-type: none"> <li>• Redoubt North Wesleyan Church (<b>A+E Day</b>)</li> <li>• Connect Baptist Church (<b>Advance</b>)</li> <li>• Everglade School (<b>Election Day</b>)</li> </ul>
The Gardens	<ul style="list-style-type: none"> <li>• Auckland Botanic Gardens (<b>A+E Day</b>)</li> <li>• Elmwood Village (<b>Election Day</b>)</li> <li>• The Gardens School (<b>Election Day</b>)</li> <li>• Totara Hospice (<b>A+E Day</b>)</li> </ul>
Manurewa East	<ul style="list-style-type: none"> <li>• Manurewa Scouts Hall (<b>A+E Day</b>)</li> <li>• Randwick Park School (<b>A+E Day</b>)</li> <li>• Porchester Islamic Centre (<b>Advance – Popup Service</b>)</li> <li>• Alfriston College (<b>Election Day</b>)</li> <li>• Manurewa East School (<b>Election Day</b>)</li> <li>• Green meadows Intermediate School (<b>Election Day</b>)</li> <li>• Tadmor Hall (<b>A+E Day</b>)</li> <li>• Manu Tukutuku (<b>A+E Day</b>)</li> <li>• Gateway Shop (<b>A+E Day</b>)</li> <li>• St. Johns Hall (<b>A+E Day</b>)</li> </ul>
Wattle Downs	<ul style="list-style-type: none"> <li>• Elim Christian Centre (<b>A+E Day</b>)</li> <li>• Manurewa South School (<b>Election Day</b>)</li> <li>• Clayton Park School (<b>Election Day</b>)</li> <li>• Reremoana School (<b>Election Day</b>)</li> </ul>
Conifer Grove	<ul style="list-style-type: none"> <li>• Te Mahia Community Village (<b>Advance – Popup Service</b>)</li> <li>• Conifer Grove School (<b>Election Day</b>)</li> </ul>
Takanini	<ul style="list-style-type: none"> <li>• Takanini Hall (<b>A+E Day</b>)</li> <li>• Takanini School (<b>Election Day</b>)</li> </ul>
Takanini Town Centre	<ul style="list-style-type: none"> <li>• The Warehouse (<b>Advance</b>)</li> </ul>

	<ul style="list-style-type: none"> <li>Takaanini Library &amp; Community Hub (<b>Election Day</b>)</li> </ul>
Kauri Landing	<ul style="list-style-type: none"> <li>Bruce Pulman Park (<b>Advance</b>)</li> <li>Takanini Sikh Temple/ NZ Sikh Sports Complex (<b>A+E Day</b>)</li> <li>Holy Trinity Catholic Primary School (<b>Election Day</b>)</li> <li>Papakura Netball Centre (<b>Election Day</b>)</li> </ul>

### 3.3 Other services

Voting services need to be delivered to the following organisations, institutions, groups, remote communities or at the following public events.

Organisation, institution, groups and public events	Type of service required
Porchester Islamic Centre	Popup Voting Service

### 3.4 Other teams

Voting team services need to be delivered to the following organisations: care homes, hospitals, prisons, defence forces.

Organisation	Size of service
DOC – Probation Officers	Take Away Votes for Home Detention offenders
Takanini Lodge	Capacity 90 Beds – Mobile Voting Service
Lady Elizabeth Home & Hospital	Capacity 55 Beds – Mobile Voting Service
Wattle Downs Care Home	Capacity 60 Beds – Mobile Voting Service
Totara Hospice	Capacity 18 Beds – Mobile Voting Service
Elmwood Village	Capacity 160 Beds – Mobile Voting Service
Evolve South Auckland	Capacity 20 Beds – Mobile Voting Service

### 3.5 Planning

To complete the assessment of all potential voting places, you will need to plan how you complete these by end of April.

Area	Number of potential voting places	Time required	Resources required	Completed by
Flat Bush & Botany	4	7 hours including initial contact, travel & paperwork	Appointment required with Site Contact & Vehicle	End of April
Goodwood Heights	3	6 hours including initial contact, travel & paperwork	Appointment required with Site Contact & Vehicle	End of April
The Gardens	3	6 hours including contact, travel & paperwork	Appointment required with Site Contact & Vehicle	End of April
Manurewa East	6	10 hours including initial contact, travel & paperwork	Appointment required with Site Contact & Vehicle	1 <sup>st</sup> week of May

Wattle Downs	4	7 hours including initial contact, travel & paperwork	Appointment required with Site Contact & Vehicle	1 <sup>st</sup> week of May
Conifer Grove	2	3 hours including initial contact, travel & paperwork	Appointment required with Site Contact & Vehicle	End of April
Takanini	3	5 hours including initial contact, travel & paperwork	Appointment required with Site Contact & Vehicle	End of April
Takanini Town Centre	2	2 hours including initial contact, travel & paperwork	Appointment required with Site Contact & Vehicle	End of July
Kauri Landing	2	4 hours including initial contact, travel & paperwork	Appointment required with Site Contact & Vehicle	End of April

### 3.6 Key contacts

To enable your electorate to deliver services, you will need to build strong relationships with key service providers. E.g., Mainfreight.

Organisation	Name	Email	Contact number
Porchester Islamic Centre	[REDACTED]	[REDACTED]	[REDACTED]
OfficeMax	[REDACTED]	[REDACTED]	[REDACTED]
Spotless	[REDACTED]	[REDACTED]	
Spotless	[REDACTED]	[REDACTED] (National operations manager)	
Spotless	[REDACTED]	[REDACTED] (Regional manager – Auckland)	
Levco	[REDACTED]	[REDACTED]	
Vision College	[REDACTED]	[REDACTED]	[REDACTED]
Police	A/Inspector Steve Smith	[REDACTED]	[REDACTED]
Main Freight	[REDACTED]	[REDACTED]	[REDACTED]
Main Freight	[REDACTED]	[REDACTED]	[REDACTED]
Allied Security	[REDACTED] - Auckland Operations	[REDACTED]	[REDACTED]
Allied Security	[REDACTED] - Auckland Regional Manager	[REDACTED]	[REDACTED]

## 4 Confirming your voting service

### 4.1 Finalising your voting service

Use this table to record the outcome of your decision and the rationale behind your decision.

Site name	Outcome	Why
The Warehouse Takanini	AVP	High Foot traffic
Gate A - Arena Café, Bruce Pulman Park	AVP	Venue engaging with big foot traffic
Connect Baptist Church	AVP	Popular community place, known voting venue
Porchester Islamic Centre	AVP (popup service)	Engaging with the Islamic community of the South Auckland
Randwick Park School	AVP + ED	Popular ED venue, MOE partner
Elim Christian Centre	AVP + ED	1 <sup>st</sup> time venue in Mahia Rd, popular location among the local community
Auckland Botanic Gardens	AVP + ED	Busiest time of the year as it's spring season, lots of foot traffic
Takanini Hall	AVP + ED	AKL council partnership, known voting venue
Redoubt North Wesleyan Church	AVP + ED	Popular community place, known voting venue
Manurewa Scouts Hall	AVP + ED	First time used in GE2020, repeat to attract same demography
Old Flat Bush School Hall	AVP + ED	1 <sup>st</sup> time venue in new subdivision of Flat Bush
Elmwood Village	ED	More than 150 residents, happy to accommodate
Alfriston College	ED	Popular ED venue, MOE partner, attracting young adults & their families
Mission Heights Primary School	ED	Popular ED venue, MOE partner
The Gardens School	ED	Popular ED venue, MOE partner
Holy Trinity Catholic Primary School	ED	1 <sup>st</sup> time venue in new subdivision of Takanini, MOE partner
Takaanini Library and Community Hub	ED	AKL council partnership, just opposite The Warehouse Takanini
Ormiston Activity Centre	ED	1 <sup>st</sup> time venue, AKL council partnership, family area with lots of outdoor sport activities
Ormiston Senior College	ED	MOE partner, attracting young adults & their families
Greenmeadows Intermediate School	ED	Popular ED venue, MOE partner
Manurewa South School	ED	Popular ED venue, MOE partner
Everglade School	ED	Popular ED venue, MOE partner
Clayton Park School	ED	Popular ED venue, MOE partner
Takanini School	ED	Popular ED venue, MOE partner
Reremoana School	ED	Popular ED venue, MOE partner
Conifer Grove School	ED	Popular ED venue, MOE partner
Manurewa East School	ED	Popular ED venue, MOE partner

Takanini Gurdwara (Sikh temple) NZ Sikh Sports Complex	Negative - AVP + ED	Conflict of Interest due to the site contact person/ Chairman of the Community
Te Mahia Community Village	Negative - AVP (popup service)	Conflict of Interest. It's a family business run by National Party Candidate for Takanini.
Tadmor Hall	Negative - AVP + ED	Unsafe surroundings – high risk area regarding wellbeing of staff and voting materials
Totara Hospice	Negative - AVP	Auckland Botanic Gardens better location for AVP has been confirmed
Papakura Netball Centre	Negative - ED	Quote for \$2060 of Election Day Only
Manu Tukutuku	Negative - AVP + ED	Over budget quote - \$14,250 for hiring the venue 1 – 15October.
Gateway Shop	Negative – AVP	Biggest AVP in GE2020. All shops in Gateway hub are leased. Cannot be used in this GE.
St. Johns Hall	Negative - ED	VP in GE2020, didn't get many votes as estimated. AVP Manurewa Scouts Hall is 400 metres away from St Johns Hall
Te Uho O Te Nikau	Negative - ED	New school used as VP in GE2020. They are booked to do sporting events on Elections weekend.

#### 4.2 Identifying your approach to meeting your recruitment needs

Refer to Section 6.2 of Chapter 4 in the operations manual to complete this section.

Identified issue or target employment group	Strategy
MSD	Getting in touch with the work broker programme with Papakura & Manurewa Electorate Managers
College students (age 16 and above) Ormiston Senior & Alfriston	Connecting with young adults at the beginning of Term 3 in July 2023 when the bulk recruitment starts.
School Teachers	Trying to persuade teachers & Principal do work for the elections this year. Making them aware of the hourly pay and not flat fee for the day.
Facebook & LinkedIn Job seekers	Actively reposting the job advertisement on these sites
Mothers trying to get employment after a break	Supporting them to find right kind of role without making them feel doubtful own their own skills
Church leaders and their congregation	Maintaining ongoing relations and inquiring if anyone in the congregation is keen to work or anyone who wants to join workforce after a break.
Community led approach (like: SAYN & Manurewa Network meeting)	Maintaining ongoing relations and participating in the meetings.
The Federation of Islamic Association of NZ	Beginning of a friendly relationship. There are people in this community who are shy to apply to work in government. Changing the thinking that they won't be considered for these types of roles will take time.
MIT	International Students who can work 18 – 20 hours/week, good for HQ counter role on Election Day

## 5 Building your electorate team

Refer to Section 7 of Chapter 4 in the operations manual to complete this section.

As per my knowledge, to deliver the General Elections efficiently there are combination of capabilities that needs to be included in an electorate team.



Understanding and using these capabilities will enable focused and effective recruitment, performance management and service delivery.

Some of the steps that I will be taking for this are:

- Daily Brief/Debrief sessions carried out by EM/RRM/LSM.
- Briefing the wider team of the electorate by regular emails.
- Focusing on priority work. Understanding the wider priorities and aligning efforts accordingly.
- Setting clear performance expectations for the team by communicating desired results and role-model the behaviour required to achieve expectations.
- Setting clear team objectives and work with the team to define the team player behaviours they expect.
- Sharing information proactively. Keeping the team informed and provide them with information relevant to their work.
- Influencing team members priorities using formal and informal approaches to get things done.
- Managing poor performance by providing timely, clear and constructive feedback about areas for improvement. Create and follow through with a plan to address performance issues.
- Effectively delegating while maintaining oversight of work responsibilities; using the capability of direct reports and staff to deliver outcomes.
- Act honestly in accordance with the Electoral Commission values and challenging behaviour which does not meet moral or ethical standards.
- Proactive Monitoring of the team's Health, Safety & Wellbeing - Everyone at your work has a role to play in watching each other's back, identifying, and managing risks, and ensuring a healthy, safe and incident-free work environment.

To implement this, staffing of my electorate as follows:



- Meet with my RRM & LSM Daily
- Electorate Trainers can be moved through different positions during pre-elections (Trainer), Advance Voting (Mobile Manager), Election Day (Process Leader for Early Count), Post Election (Process leader for Special Vote Processing/Dua Vote/Official Count)
- For the positions of Voting Services Manager & Post-Election Manager – hiring someone who has worked in GE before. Aware for the voting procedures and services.

Contingency Planning: Hiring people who have transferable skills, multitasking & responsible are important during the peak post-election processing time. Identifying these individuals during advance voting period will be advantageous.

## 6 Risks

Refer to section 8 of Chapter 4 in the operations manual, the eLearning risk module, and the risk register template. List any risks with a rating score of 12 or more, and any that require significant budget or time to manage.

Your Regional Manager will discuss any further mitigation needed with you.

<b>RISK</b>	<b>IMPACT</b>	<b>MITIGATION</b>
Securing 'ideal' advance voting place locations is difficult.	Some parts/pockets of the electorate will be unable to vote which will result in low voters turnout.	Finding venues where people congregate, such as religious/sports venue. Start negotiations in early planning phase.
Insufficient or poor-quality applicants for the manager roles	Lack of capability; insufficient number of staff; logistical challenges; potential for human errors.	Looking for transferable skills in applicants. Choose the one's with accountability, good team spirit and hunger to learn.
Covid-19 or similar kind of restrictions	Interruption due to unforeseen events. Significant increase in costs; significant knowledge, skill, and resources required.	Procedures and practices already in place are sufficient currently. Maintain focus on two tracks (short-term readiness activity, long-term strategy)
Loss of Electorate HQ – Damages due to roof leaks, any other natural disaster.	There is a greater than 90% chance that the risk will occur. The risk of moving critical voting materials. Delivery of key outcomes or objectives gets delayed.	Monitor for change in environment that indicates a need for additional measures. Additional measure of using wooden pallets & Tarps to keep voting Materials elevated from the ground level & tarp to cover over it to prevent any water damage.
Technological	Exposure to technology failures. Laptops/Mobiles for getting stolen or misplaced.	Security against external interfaces. IT equipment to be stored in Zone 3 for limited access. Tracking any misplaced devices immediately.
Hacking or cyberattack	Reputational damage, significant additional expense and/or variation. Breakdown in time critical services Breach of government security requirements. Public perception severely damaged - considerable resources required to recover.	Risk information and data are stored in a central database which is accessible via intranet only. <b>Further mitigation measures to be discussed in RM.</b>
Accidental or deliberate release of information by a trusted insider	Reputational damage. Release of confidential information, Privacy breach (including unpublished roll)	Hiring done through proper process and

	Public perception severely damaged - considerable resources required to recover.	notifying/questioning any person who raises doubts. <b>Further mitigation measures to be discussed in RM.</b>
Loss of Critical voting materials or getting tampered with an open area such as The Warehouse, Pak N Save. Shopping Malls etc.	Major impact with loss or release of the information in public domain. Significant and or protracted breach of law resulting in criminal charges. Public perception severely damaged - considerable resources required to recover.	<b>Mitigation measures to be determined with RM</b>
Security of Overnight Storage of Marked Ballot Papers	Reputational damage. Release of confidential information, significant additional expense and/or variation. Breakdown in time critical services.	Ballot boxes to be brought back to HQ for overnight storage everyday during advance voting period. Van plus 2 HQ staff to do the pickups and drop offs of Ballot Boxes everyday.
Non - compliant member of public	Psychological or Physical impact. Life Threatening or a serious injury causing medical attention. Leading to strong media coverage. Impacting the whole organisation. Public perception severely damaged - considerable resources required to recover.	Training on De-escalation Techniques should be given to the HQ manager & VP managers.  <b>Further Mitigation measures to be determined with RM</b>

## 7 Review

Refer to section 9 of Chapter 4 in the operations manual to complete this section.

Subject	Feedback
Headquarters	<p>Takanini HQ was located at Level 4, 34 East Street, Papakura. The building is very old and being on the top floor, we had problem with roof leaks and roof tiles being soggy and falling. Year 2023 faced some terrible weather in the first half of the year. The repairs took ages and left quite a mess.</p> <p>The building has Papakura Library &amp; Museum on Level 3 and Vision College &amp; Elim Church on Level 4.</p> <p>The office setup was fairly easy as Vision College let us use their surplus furniture.</p> <p>There are 3 lifts, to service the building. But being quite old, they were not working sometimes and were under maintenance for more than a week.</p> <p>For example: 2 lifts broke down 2 days before election day. We were on phone with the elevator company to fix at least 1 of them as E-1 and Election night we were expecting lot of staff using 1 lift that would not be ideal.</p> <p>The Voting place staff bring a lot of supplies &amp; ballot boxes back with them around midnight on Election Day, we cannot make people take stairs with heavy boxes. It's a health &amp; Safety risk.</p> <p>The doors to the lift were locked between 5pm – 9am everyday which made it quite difficult for us to run bulk recruitment, training sessions and during advance voting long hours. Someone from HQ had to always go down to the parking to let others in.</p> <p>This became quite tricky when security guards where in HQ from 2<sup>nd</sup> October – 3<sup>rd</sup> November as they were frequently stuck at parking during overnight/weekend swap of the guards. The guards always called the EM being the primary contact.</p> <p>We shared the toilets with Vision College, which was always occupied by students sitting/laying on the floor using as a break room, using their mobiles. Which made staff uncomfortable while using the toilets.</p> <p>The headquarters has 2 decent size office, which was used as EM and RRM offices. Each office can easily have 5 working stations. There are also 2 big halls, which are versatile. See the picture below.</p>

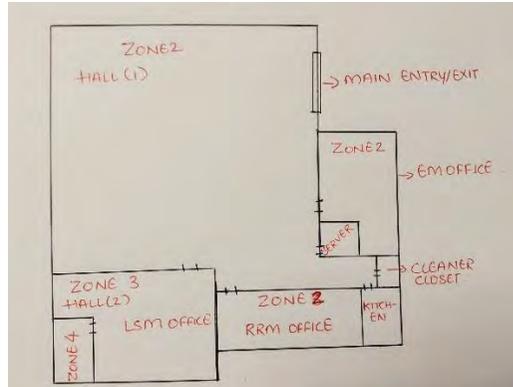
Zone 2 Hall (1) was used for bulk recruitment, reception & lunch area, training, early count, official count, special vote processing. It can easily hold 50 people.

Zone 3 Hall (2) was used for Logistics & Supplies. There's a cabinet in the hall which was used to store all the IT equipment. The scanning of rolls was also in this hall as it is a secure zone, only certain staff could go in this space. Zone 4 was built within the Zone 3 to securely store all critical voting material i.e., Live Ballot Boxes & Electoral Rolls. Before voting service begin, the Zone 4 was used for storing all training materials, the rolls and ballot papers coming from the printers. We had 5 shelves which gave us vertical storage space spilt in 3 levels. Which was advantageous to storage the ballot boxes overnight coming from the advance voting places. They were clearly labelled as was only accessed by LSM, LS TL, LS HQSS & EM.

This was also a mitigation method to secure the critical materials from any water damage due to roof leaks.

Due to space limitation, the RRM & team leader moved into the EM office on E-3. The RRM office was used for Special Vote sort on Election Day, Special Vote Validating from E+1 to E+3. Afterwards, it was used by the dual vote processing team.

The Kitchen was tiny, there's only space for 4 – 5 people to take break. The pipes used to smell awful. We had to run water every morning to get rid of the smell.



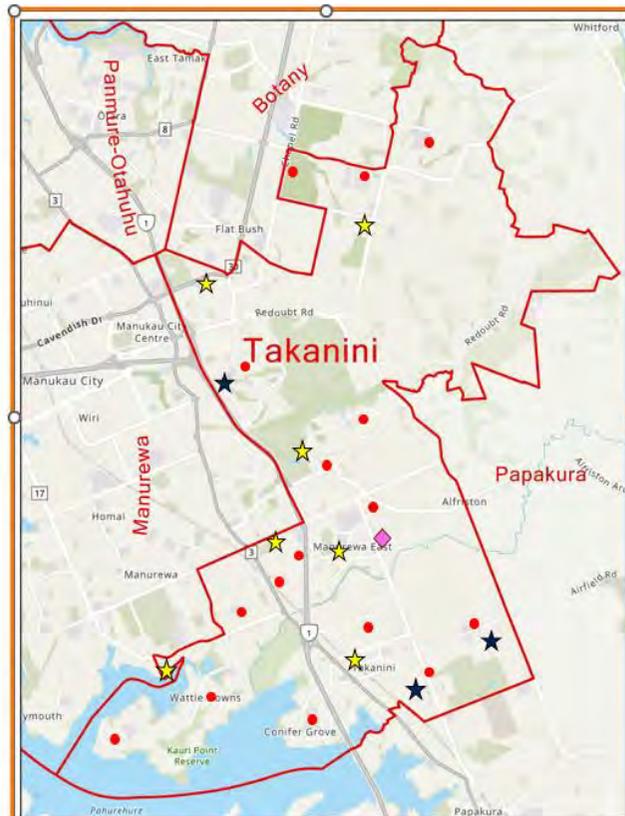
LEVCO had the contract to change the locks of the HQ, this took too long and their communication was inconsistent during the setup and exit from the property.

To meet the demands of the increasing population, Takanini has 12 new Voting Places for Advance & Election Day. These venues are in the regions where we anticipated high foot traffic or in the community to encourage voters to turn up.

## TAKANINI

Selection of voting services

- ★ Advance Voting Place
- ★ Advance + Election Day VP
- Election Day VP
- ◆ Pop – up Voting Service



Total Voting Places for GE 2023: 26

10 : Advance Voting

23: Election Day (including 7 from AVPs)

1: Pop-up Voting Service

Recruitment

Takanini Electorate total staff as per EMS: 214.  
The ethnicity split was:



New Zealand European	Māori	Samoan	Cook Islands Māori	Tongan	Niuean	Fijian	Tokelauan	Chinese	Indian	Other	Electorate Total
67	25	15		6	2	10		29	60		214

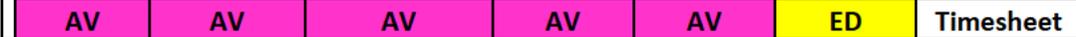
As RRM started in mid-July, it was crucial to get head start with bulk recruitments from 2<sup>nd</sup> week of August onwards. The R&R team was recruited and trained in last 2 weeks of July after the RRM training. It takes approx. 1 – 2 weeks to get their IT set up and access, necessary online training done and ready to screen more than 1500 applications.

The R&R Team leader started a week before HQ supports, as they need more training and knowledge of the whole process. The timeline decided between the EM & RRM was:

### Takanini Recruitment Timetable

Mon	Tues	Wed	Thurs	Fri	Sat	Sun
7-Aug	8-Aug	9-Aug	10-Aug	11-Aug	12-Aug	13-Aug
	30 interview slots	30 interview slots			30 interview slots	
14-Aug	15-Aug	16-Aug	17-Aug	18-Aug	19-Aug	20-Aug
						150 interviews in the next 2 weeks

		40 interview slots	40 interview slots								
21-Aug	22-Aug	23-Aug	24-Aug	25-Aug	26-Aug	27-Aug					
	Interview VPMs	Interview VPMs	MSD interview day								Catch up on all the processing of applicants. [REDACTED] Interview VPMs.
28-Aug	29-Aug	30-Aug	31-Aug	1-Sep	2-Sep	3-Sep					Who do we still need? - more strategic interview selection.
											Interview for the remaining AV staff. Need 94 in total.
4-Sep	5-Sep	6-Sep	7-Sep	8-Sep	9-Sep	10-Sep					
				Interview VPMs							Process and complete all the AV staff and VPMs.
11-Sep	12-Sep	13-Sep	14-Sep	15-Sep	16-Sep	17-Sep					
PIMs and online training sent out					AV Training Starts						Find all the remaining ED staff that we need.
18-Sep	19-Sep	20-Sep	21-Sep	22-Sep	23-Sep	24-Sep					HQ Team to attend all first training sessions, then attend as support.
											Process the last of the ED staff PT to complete AV Rostering this week and send out rosters by Fri.
25-Sep	26-Sep	27-Sep	28-Sep	29-Sep	30-Sep	1-Oct					PT to complete ED Rostering this week and send out rosters by Fri.

		Possible Re-deployment to help other teams if behind.
	<p style="text-align: center;">2-Oct      3-Oct      4-Oct      5-Oct      6-Oct      7-Oct      8-Oct</p>	
		ED Training starts. PT send out ED rosters by Fri 8th Oct
	<p style="text-align: center;">9-Oct      10-Oct      11-Oct      12-Oct      13-Oct      14-Oct      15-Oct</p>	
		
Logistics and supplies	From the logistics plan to the execution and the wrap up at the end. Logistics & supplies were very well handled. <i>See the attached Logistics Plan &amp; Van Route Plan at the end of this document.</i>	
HQ operations	For HQ Operations we had 7 HQ support staff in total. RRM had 4 staff members in the team (Team Leader, Senior HQ Support, 2 x HQ Support). LSM had 3 staff members in the team (Team Leader, Senior HQ Support, 1 HQ Support). HQ supports were part time for the whole elections. The team helped each other wherever required. Everyone have crossover skills that could be utilised in every part of the operations.	
Training	<p>The training schedule for introduced in September and RRM’s suggestion was to do the training sessions as per the voting places. In this way, the VP managers get to meet their team of issuing officers and train with them. And the management training was done separately so that the VPMs do not get overwhelmed by almost 10 hours of face-to-face training sessions.</p> <p>The schedule had 4 trainers working in pairs or individually with one of the HQ supports helping as Trainer’s assistant in welcoming the candidates and collecting the signed secrecy declaration forms and in the end doing review with the trainers. They were also tasked in organising the training sessions with tea/coffee, snacks. Calling someone if they didn’t turn up for training. Helping with replenishing training packs. And, bringing people through the lift because of the restricted access. EM gave 10-minutes presentations in VA, VPM and MS training sessions.</p>	

**ELECTION STAFF TRAINING - SEPTEMBER 2023**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
10	11	12	13	14	15	16
			run through 9.00am to 2.00pm	run through 9.00am to 2.00pm	Finance Delegation Training 9am onwards	Elim Christian Centre 5 Carehomes 3 Total 8 1pm to 5pm
			run through H&S, IO, SV 3.30pm to 8.30pm	run through VA, VPM 3.30pm to 8.30pm		
17	18	19	20	21	22	23
Randwick Park 8 Manurewa Scout Hall 6 Total 12 1pm to 5pm	Old Flat Bush School 6 Redoubt North 5 Connect Baptist Church 5 Total 16 4pm to 8pm	Post Elections Regional Training 18th and 19th Sept Takanini HQ	Takanini Hall 6 Botanic Gardens 6 VPM Floaters 2 Total 14 3am to 1pm	Porchester Islamic Centre 5 Manurewa South School 4 ED VP training as VPM away AV Standby 7 Total 16 5.30pm to 9.30pm	Unavailable Warehouse 8, Bruce Pulman 6 AV Standby 3 Total 17 9am to 1pm Candidate Brief 6pm to 8pm.	VA Training 3.00am to 12.00 VPM Training 1.00pm to 4.00pm
24	25	26	27	28	29	30
VA Training 9.00am to 12.00 VPM Training 1.00pm to 4.00pm	Mission Heights 5 Ormiston Activity Centre 4 Ormiston Senior College 6 Total 15 4pm to 8pm		Everglade School 5 The Gardens School 4 Total 9 4pm to 8pm	Unavailable Extra Training if needed. For ED or AV Whatever Training is needed VA, VPM, or IO 5.30pm to 9.30pm	Unavailable Authorised Witness Training 10am - 11am 5.00pm to 6.00pm See notes	Unavailable Greenmeadows 4 Holy Trinity 4 Total 8 9.00am to 1.00pm
<p>All Trainings except the Weekend VA and VPM trainings are structured as follows:                  Ordinary Votes training (1.5 hours) followed by H&amp;S (15 minutes) followed by Special Votes training (2 hours 15 minutes)                  Total 4 hours.</p>						

Page 1



Mobile Support													0830 - 1930/2030
<b>The Warehouse</b>	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	
	2-Oct	3-Oct	4-Oct	5-Oct	6-Oct	7-Oct	8-Oct	9-Oct	10-Oct	11-Oct	12-Oct	13-Oct	
	1200 - 1900	1200 - 1900	1200 - 1900	1200 - 2000	1200 - 2000	1200 - 2000	1200 - 1900	1200 - 1900	1200 - 1900	1200 - 1900	1200 - 1900	1200 - 1800	
VPMU													
VA													
ISO													
OSIO													
OSIO													
SVIO													
OVIO													
OVIO													
OVIO													
<b>Bruce Pulman Park</b>	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	
	2-Oct	3-Oct	4-Oct	5-Oct	6-Oct	7-Oct	8-Oct	9-Oct	10-Oct	11-Oct	12-Oct	13-Oct	
	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1800	1000 - 1800	1000 - 1800	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1700	1000 - 1800	1000 - 1800	
VPMU													
VA													
OSIO													
OSIO													
SVIO													
OVIO													
OVIO													
<b>Takanini Hall</b>	Mon	Tues	Wed	Thurs	Fri	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	
	2-Oct	3-Oct	4-Oct	5-Oct	6-Oct	7-Oct	8-Oct	9-Oct	10-Oct	11-Oct	12-Oct	13-Oct	
	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1700	0900 - 1800	0900 - 1800	
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VA													
OSIO													
OSIO													
SVIO													
OVIO													
OVIO													

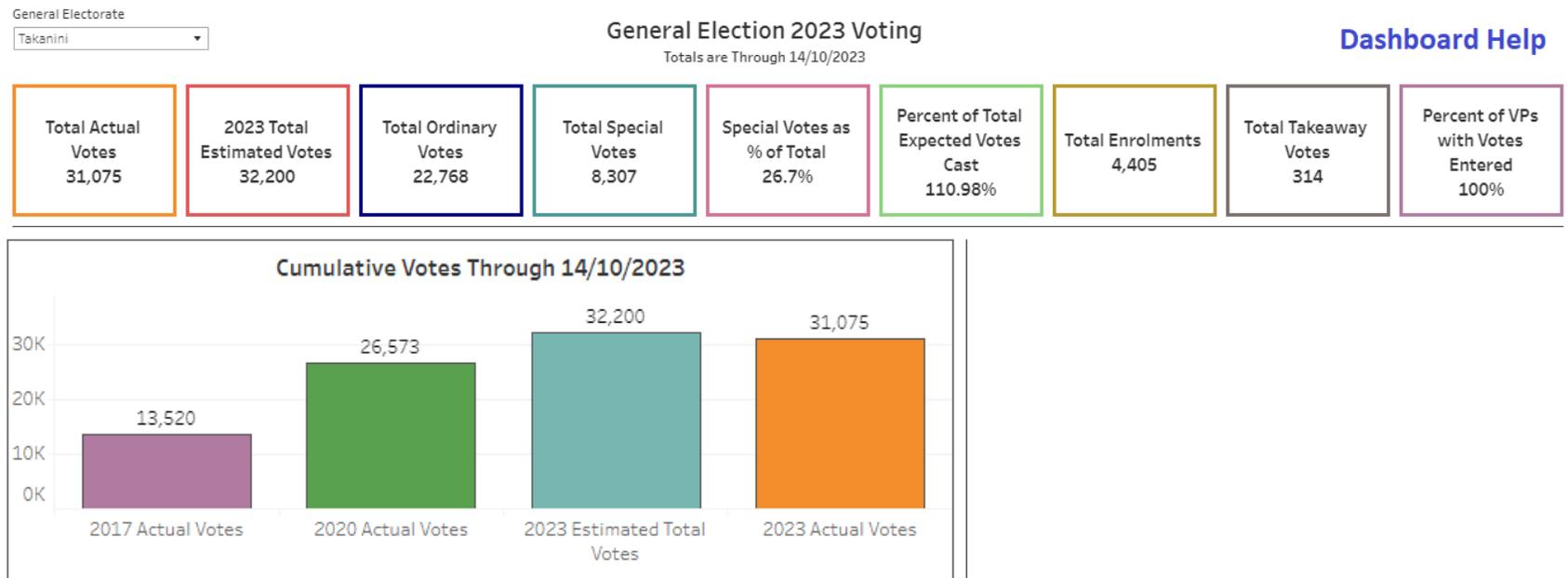
  

Voting period	<p>The advance voting has a slow start with easy vote cards reaching late to public the turnout for first 3 days were very low in comparison to the expected numbers. It picked by the 1<sup>st</sup> Friday and went uphill until the election day. On Eday we did double of what we were expecting in some of the voting places like Ormiston Senior College.</p>
	<p>The care home team need VSMs supervision. A week before starting the advance voting, VSM must be tasked to contact all the rest homes and make a plan when &amp; where the care home team would go. The rest homes to provide assistance with moving the residents in and out of the common area where the voting takes place.</p>

Care Team Roster - Advanced Voting 2023					
Week One	Monday 2/10/2023	Tuesday 3/10/2023	Wednesday 4/10/2023	Thursday 5/10/2023	Friday 6/10/2023
10am - Midday		Totara Hospice	Wattle Downs		Elmwood
1pm - 3pm	Takanini Lodge	Lady Elizabeth			
Week Two	Monday 9/10/2023	Tuesday 10/10/2023	Wednesday 11/10/2023	Thursday 12/10/2023	Friday 13/10/2023
10am - Midday		Totara Hospice	Elmwood	Wattle Downs	
1pm - 3pm	Takanini Lodge	Lady Elizabeth			
* Time between Midday and 1pm for lunch and transfer					
* All managers have been emailed, please call day before to confirm					

The care homes team went to Evolve South on Friday 13<sup>th</sup> October, as they contacted us for the in person voting services for patients under their care.

The below was the total votes Takanini took during voting period:



	<p>Quick Notes for each voting place:</p> <ol style="list-style-type: none"> <li>1. The Warehouse: The busiest voting site. Limited space required rework. The Warehouse management helped with the new layout which worked much better. Weekends &amp; last 3 days of voting in the VP must be well covered with minimum of 7 Issuing Officer. On any other day 4-5 issuing officers are enough, with 3 able to do special votes. Having a good working relation with the Warehouse Manager will be fruitful. I would suggest a 11am start rather than midday start to avoid the long queues and bust start of the day.</li> <li>2. Bruce Pulman Park: First 3 days of advance voting was very slow. I'll advise to start this VP from day 4 and try to have on election day. 4-5 issuing officers will suffice the need.</li> <li>3. Connect Church: well known location and 2<sup>nd</sup> busiest after the warehouse. First 3 days of advance voting was very slow. I'll advise to start this VP from day 4. 10am – 4pm is the ideal timing for the place. Consistent 4 issuing officers throughout the voting period will work.</li> <li>4. Elim Chirstian Centre: Very low voter turnout. Advisable to open 3 days before election day. 10am – 4pm will be ideal timing for the place. 3-4 issuing officers will suffice the need.</li> <li>5. Redoubt Church: Very low voter turnout. Advisable to open 3 days before election day. 10am – 4pm will be ideal timing for the place. 3-4 issuing officers will suffice the need.</li> <li>6. Auckland Botanic Gardens: Very good location, well liked by public. The education centre was a old building, try to get in the visitor centre Or friends building. Should have at least 1 mandarin speaking issuing officers and minimum 2 officers should be able to issue special votes. 3-4 issuing officers will suffice the need.</li> <li>7. Manurewa Scouts Hall: Very old &amp; cold voting place. Didn't attract too many voters. I would not recommend to go back to this VP in GE26.</li> <li>8. Old Flat Bush School Hall: Should be open for whole voting period. Attracts the locals. 11am – 6pm is the ideal timing for this VP. Should have Asian team if possible who can speak various languages like Mandarin, Tagalog, Vietnamese, Korean etc to serve the community. 4-5 issuing officers will serve the purpose with 5 on the busy days like weekends and leading upto/on election day.</li> <li>9. Takanini Hall: Well-known location. 3-5 issuing officers would suffice the need. We would require pacific &amp; Māori team member to represent the community.</li> <li>10. Randwick Park school: can be used as an advance voting place if it is during school holidays.</li> <li>11. Pop-up VP Porchester Islamic Centre: Had a poor turnout. I would suggest doing the pop-up only in the middle weekend.</li> </ol> <p>On Election Day these Voting Places did the highest amount of voting: Everglade School, Conifer Grove School, Ormiston College, Takaanini Library &amp; Community hub. These VPs should have 6-8 issuing officer capable of doing both ordinary &amp; special votes.</p>
<p>Post-election and completion</p>	<p>Early Count on election day was very efficient. Having Year 13 students from Ormiston Senior College &amp; Alfriston College meant that it was the first job for most of them. They wanted to prove their capability on this day and were very good with following instructions.</p> <p>The post-election phase was the hardest one to go through as the special vote processing didn't start until E+4. The enrolment processing for the whole- country was slow and we didn't get our qualification stickers until E+9. Takanini electorate had the highest amount of the special votes in the whole country: 11668.</p>

	<p>Having the staff who can move in different phases of post-election process was advantageous. HQ supports did the roll scanning, SV processing, Post Writ Transfers, Official Count &amp; RRM TL helped with Dual Votes processing. While the LSM &amp; LS TL focused on the supplies tracking and Zone 4 responsibilities.</p> <p>Extraction of dual votes becomes very difficult once the special votes are counted. Until they are being processed the extraction job can be easy as the ballot papers as still inside the special vote envelope. Finding the declaration number in the batches being processed in a faster/efficient way. Dual votes investigation cannot run parallel with SV processing. Special Vote processing should be at least 40% complete to start with dual votes. Ideally starting on E+4.</p> <p>The VP staff who were available to do post elections process were chosen based on their performance during training &amp; advance voting.</p>
Result	<p>Est. eligible Population: 63,045. Total Enrolled: 62,021. Enrolled %: 98.38%</p> <p>Total Turnout Voting Period: 31,084. Official Count Result: 40,063.</p> <p>Takanini increased the voter turnout by 17% compared to GE2020. Most overall turnout in the Auckland South Region.</p> <p>Takanini electorate received highest number of special votes in the country: 11668.</p>

## Takanini

### 8 Logistics Plan

This logistics plan is focused on the Health and Safety of people and the safe and secure movement of equipment, supplies, and key voting materials in your electorate, throughout the election period.

It has a particular focus on ensuring that key voting materials are safely managed and moved when:

- receiving your bulk supplies at electorate headquarters (HQ)
- receiving key voting materials at electorate headquarters
- delivering equipment items to and collecting them from voting places (VPs)
- delivering supplies and equipment items to supply hubs.
- delivering supplies to the VP prior to the start of voting
- keeping voting materials secure during the voting period.
- managing your voting teams, Mobile Support (MS) and the teams that will drop-off and pick-up takeaway votes.
- managing voting supplies between shared electorates.

This plan is an integral part of the overall planning for the general election and will contribute to a wider regional logistics plan. Discuss the plan with your Electorate Manager and Regional Advisor, who will approve it.

It also compliments and aligns with the security measures outlined in the Site Security Plan (SSP) for electorate headquarters, voting place assessment (M41-VPASSESS), external storage sites (M41-STORAGE) and the policies and procedures detailed in Chapter 14 of the Operations Manual.

Your M40-LOGPLAN is a live document and should be updated consistently to reflect changes in your delivery model or as new information flows through.

This logistics plan is in seven parts:

- Part 1: Managing supplies deliveries.
- Part 2: Delivering and collecting voting place equipment.
- Part 3: Managing supplies throughout the voting period.
- Part 4: Return of supplies to HQ at the end of the voting period.
  
- Part 5: Planning for your Teams
- Part 6: Managing for your Mobile Support
- Part 7: Returning shared electorate materials.

**Key Contacts: *E.g., Mainfreight contacts, van hire, logistics staff.***

<b>Organisation</b>	Mainfreight
<b>Contact Name</b>	██████████
<b>Phone Number</b>	██████████

<b>Organisation</b>	Building Security
<b>Contact Name</b>	██████
<b>Phone Number</b>	██████████

<b>Organisation</b>	HQ Logistics staff
<b>Contact Name</b>	██████████
<b>Phone Number</b>	██████████

<b>Organisation</b>	HQ Logistics staff
<b>Contact Name</b>	[REDACTED]
<b>Phone Number</b>	[REDACTED]

<b>Organisation</b>	Eastern rentals
<b>Contact Name</b>	Eastern rentals
<b>Phone Number</b>	[REDACTED]

### 8.1 Part 1 – Managing supplies deliveries

Reference:

Chapter	Section	Process
13 – Equipment and supplies	2	Receiving your bulk supplies
13 – Equipment and supplies	14	Receiving key voting material deliveries at electorate headquarters
14 – Logistics	2	Part 1: Managing supplies deliveries
20 – Delivering Voting Services	2	Managing key voting materials
2 – Your HQ	4.1.1	On-going security

Complete the following information for each of the main deliveries you will receive, this may include deliveries to an external storage site, if you have one:

#### Bulk supplies (the largest of your deliveries, expect between 12 - 16 pallets)

Category	Information
Expected delivery timeframes	<i>Date: between 24<sup>th</sup> and 29<sup>th</sup> of July (prefer 28<sup>th</sup> or 29<sup>th</sup> of July)</i>
How will HQ be set-up for receipt of supplies?	<ul style="list-style-type: none"> <li>For zone 3 Takanini HQ offers large open space approximately 252 square meters.</li> </ul>

Category	Information
	<ul style="list-style-type: none"> <li>• Most supplies will be stored in the middle of zone three on tables.</li> <li>• Large supplies that are difficult to stack in the middle will be stored in the back corner up against the wall.</li> <li>• Most supplies if not all will be stored in alphabetical/numerical order to help locate supplies easier.</li> </ul>
Number of staff required	<ul style="list-style-type: none"> <li>• 9 staff required for bulk supplies.</li> <li>• Start times will depend on the time bulk supplies is due to arrive.</li> <li>• No security required. (No critical materials)</li> </ul>
Other considerations	<ul style="list-style-type: none"> <li>• 3 staff to stay on ground to watch and break down pallets.</li> <li>• Pallets will be broken down onto platform trolleys and caged trolleys to fit in lift.</li> <li>• 3 runners to take supplies up to HQ.</li> <li>• 1 staff will float (to go where extra help is needed)</li> <li>• 2 staff (with zone 3 access) inside HQ to sort through and check quantity of supplies.</li> <li>• No students on Friday and Saturday, so minimal foot traffic.</li> <li>• Craft knives and gloves will be used to cut through shrink wrap and handle supplies and pallets.</li> </ul>

**Other supplies deliveries (e.g., ballot paper and electoral roll deliveries)**

**Note: You will receive multiple tranches of ballot papers and electoral rolls.**

Cut and paste this table for each of the main deliveries you will receive.

Category	Information
Expected delivery timeframes	<i>Dates</i>
How will HQ be set-up for receipt of ballot papers	<ul style="list-style-type: none"> <li>• <i>These supplies such as ballot papers will move straight into zone 3.</i></li> <li>• <i>Reception will be notified to look out for delivery of these once we get ETA from courier.</i></li> <li>• <i>If more than 1 trip up to HQ is required, 1 staff member will stay on ground to watch over remaining supplies.</i></li> <li>• <i>Moving <b>Marked</b> ballot papers will require two staff to stay on ground and two to move papers up to HQ.</i></li> <li>• <i>Two staff members (for extra security) will always be with <b>marked</b> ballot from the unloading bay right up until they are locked away into zone 4.</i></li> <li>• <i>Zone 4 will have allocated shelves for each VP marked ballot papers.</i></li> </ul>
Number of staff required	<ul style="list-style-type: none"> <li>• <i>Two staff required for unmarked ballot papers and four for marked ballot papers.</i></li> <li>• <i>Marked ballots will always have eyes on physically until they reach zone 4.</i></li> <li>• <i>A security will be located at the entrance of zone 4.</i></li> </ul>
Other considerations	<ul style="list-style-type: none"> <li>• <i>We will use platform trolleys and caged trolleys to bring supplies up to HQ if required.</i></li> <li>• <i>VP managers trained on how marked ballot papers will be handled when returned to HQ on ED.</i></li> </ul>

## 8.2 Part 2 – Delivering and collecting voting place equipment

Reference:

Chapter	Section	Process
14 – Logistics	3	Delivering equipment items to and collecting them from voting places.

If your electorate has decided to deliver and/or pick up equipment items across one or more VPs:

- Consider how you will receive the equipment items into your HQ (scheduled for delivery between 16-30 August)
- Consider how you will repack the equipment items for the voting places they need to be delivered to
- Consider how you will transport the equipment to the voting places (e.g., book one or more vans, a small truck)
- Determine the number of staff you need to complete the drop offs and pick-ups in a timely and efficient manner, considering safe time and distances to travel.
- Create a schedule and route for delivering and collecting equipment.

Category	Information
Receiving equipment items at HQ	<ul style="list-style-type: none"> <li>• <i>Most pallets will be broken down on ground floor before going up into our HQ.</i></li> <li>• <i>All equipment will be put in zone 3.</i></li> <li>• <i>We will have staff help with moving equipment into HQ.</i></li> </ul>
Repacking equipment for voting places	<ul style="list-style-type: none"> <li>• <i>Pick and packing for each voting place will take place in zone 3.</i></li> <li>• <i>Each VP will have a designated table(s) after being picked to store equipment before being sent out.</i></li> </ul>

Transportation mechanism	<ul style="list-style-type: none"> <li>VP equipment will be delivered in vans and picked up in vans.</li> </ul>
Number of staff required	<ul style="list-style-type: none"> <li>2 staff per van will deliver equipment.</li> <li>We will use 2 vans.</li> </ul>

### Route planning – Delivery

Copy and paste more lines, as required.

Daily schedule (Date)	Voting places name and address	Key contacts for voting places
11 – 17 September	Ormiston Senior College - Gym	[REDACTED]
	Randwick Park School Hall	[REDACTED]
	Manurewa East School Hall	[REDACTED]
	Conifer Grove School Hall	[REDACTED]
	Reremoana School Hall	[REDACTED]
11 – 17 September	Takanini School Hall	[REDACTED]
	Clayton Park School Hall	[REDACTED]
	Manurewa South School Hall	[REDACTED]
	Greenmeadows Intermediate School	[REDACTED]
	Everglade School Hall	[REDACTED]
11 – 17 September	Holy Trinity Catholic Primary School Hall	[REDACTED]
	Mission Heights Primary School Hall	[REDACTED]

	The Gardens School Hall	[REDACTED]
	Alfriston College - Gymnasium	[REDACTED]
	Elmwood village and care centre	[REDACTED]

11 <sup>th</sup> -17 <sup>th</sup> September	CONNECT BAPTIST church	[REDACTED]
	Redoubt rd. North Wesleyan Methodist Church.	[REDACTED]
	Elim Christian centre	[REDACTED]
	Bruce pullman Park	[REDACTED]
	Takaanini library	Auckland Council Venue Hire
	Manurewa scout hall	[REDACTED]
22 <sup>nd</sup> September	The Warehouse Takanini	Delivery coming to HQ
	Auckland Botanic Gardens - Education Centre	Delivery coming to HQ
	Takanini Hall	Delivery coming to HQ
	Ormiston activity centre	Delivery coming to HQ
	Old flat bush school hall	Delivery coming to HQ

### Route planning – Pick-up

Copy and paste more lines, as required.

Daily schedule (Date)	Voting places name and address	Key contacts for voting places
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13 Oct	The Warehouse	[REDACTED]
	Bruce Pulman Park - Arena Cafe	[REDACTED]

14 Oct	Takaanini Library and Community Hub - Te Wao Nui a Tane	[REDACTED]
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15 Oct	Takanini Hall	Auckland Council Venue Hire
	Old Flat Bush School Hall	[REDACTED]

	Auckland Botanic Gardens - Education Centre	██████████
	Manurewa Scout Hall - Gallahar Park Entrance	██████████
	Ormiston Activity Centre	Auckland Council Venue Hire
8.3		
8.4 Part 3 – Managing supplies throughout the voting period		

There are a number of different activities to consider in this part:

1. Delivering supplies to voting places prior to the start of voting
2. Delivering voting supplies to other shared electorate HQs
3. Keeping key voting materials safe overnight
4. Other supplies deliveries and pick-ups during the voting period

### 3.1 Delivering supplies to voting places prior to the start of voting

Reference:

Chapter	Section	Process
14 – Logistics	4.2	Delivering supplies and voting materials prior to the start of voting

Where the HQ is responsible for delivering supplies directly to the voting place or voting place manager, in your planning:

- Consider how you will transport the supplies (e.g., book one or more vans, a small truck)
- Determine the number of staff you need to complete deliveries in a timely and efficient manner, noting that you will likely want to store materials in HQ until the last realistic time to deliver to VP and mobile managers (including supplies hubs)
- Consider how materials will not be left unattended in vehicles.
- Develop a schedule and route for delivering the supplies.

Category	Information
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Transportation mechanism	<ul style="list-style-type: none"> <li>• <i>Vans will be used for large deliveries.</i></li> <li>• <i>Mobile support vehicles will be used for smaller deliveries and more critical supplies.</i></li> </ul>
Number of staff required	<ul style="list-style-type: none"> <li>• <i>2 staff per van delivery</i></li> <li>• <i>1 staff for each mobile support vehicle.</i></li> </ul>
Other considerations	<ul style="list-style-type: none"> <li>• <i>Hiring mobile support that own large vehicles such as Utes and vans with big boot size will benefit us.</i></li> </ul>

## Route planning

Copy and paste more lines, as required.

Schedule (Date)	Who (when known)	Voting places /voting place managers supplies delivered to
12 <sup>th</sup> October	HQ Staff	Old Flat Bush School Hall
1 <sup>st</sup> October	HQ Staff	Takanini Hall
14 <sup>th</sup> October	HQ Staff	Ormiston Activity Centre

### 3.2 Delivering voting supplies to other shared electorate HQs

Reference:

Chapter	Section	Process
13 – Equipment and Supplies	12	Māori and shared electorate supplies

In your planning:

- Talk in your region how you will transport the supplies to ensure that materials are, wherever practicable, transported by electoral officials and not by courier. You may decide to do a shared service across electorates, within and (where relevant) between regions.
- Consider how you will transport the supplies (e.g., book one or more vans, a small truck)
- Consider how materials will not be left unattended in vehicles, will two staff members be needed.
- Develop a schedule and route for delivering the supplies.

Category	Information
Transportation mechanism	<ul style="list-style-type: none"> <li>• <i>One vehicle required to pick up and drop off shared electorate materials.</i></li> </ul>
Number of staff required	<ul style="list-style-type: none"> <li>• Only two staff are required to drop off and pick up.</li> </ul>
Other considerations	<ul style="list-style-type: none"> <li>• We will decide on a place and time to meet with other electorates and distribute materials once we all have received them.</li> </ul>

## Route planning

Copy and paste more lines, as required.

Schedule (Date)	Who (when known)	Voting places / Voting Place Managers that the supplies will be delivered to
TBC	TBC	Meeting point to be decided.

### 3.3 Keeping key voting materials safe overnight

**Reference:**

Chapter	Section	Process
14 – Logistics	4.5	Securing voting materials overnight

**In your planning:**

- If you need to move your voting materials to keep them secure overnight, consider how and when materials will be moved.
- What vehicles will you use? (Rental van, car?)
- Which staff will you use? This could be either or a combination of HQ staff (logistics team), VP staff (e.g., Voting Place Manager (VPM) and Voter Assistant (VA)), Mobile Support (MS), Local Area Coordinator (LAC).
- **Note:**
  - Any time you transport marked, uncounted ballot papers, you **must** use two electoral officials.
  - Complete the M55-OVERNIGHT at the receiving location whenever voting materials are moved out of a voting place (page 22 of Chapter 14).
  - Where your overnight storage does not meet the secure requirement you must complete and receive signoff of the exceptions process, using the M41-APPROVE form.

Complete the table below for each voting place during the advance voting period, to outline the logistics required for each.

Voting place	Location delivered to	Pick up/drop off details. <i>Include:</i> <ul style="list-style-type: none"> <li>• <i>Who will pick up/drop off?</i></li> <li>• <i>How will they do this?</i></li> <li>• <i>Timing</i></li> </ul>
Old Flat Bush School Hall	Takanini HQ	<i>Two HQ staff will pick up/drop</i> <i>Rental Van will be used</i> <i>Before opening and After closing</i>

Redoubt Rd North Wesleyan Methodist	Takanini HQ	<i>Two HQ staff will pick up/drop</i>
		<i>Rental Van will be used</i>
		<i>Before opening and After closing</i>
Connect Baptist	Takanini HQ	<i>Two HQ staff will pick up/drop</i>
		<i>Rental Van will be used</i>
		<i>Before opening and After closing</i>
Manurewa Scout Hall	Takanini HQ	<i>Two HQ staff will pick up/drop</i>
		<i>Rental Van will be used</i>
		<i>Before opening and After closing</i>
Botanic Gardens	Takanini HQ	<i>Two HQ staff will pick up/drop</i>
		<i>Rental Van will be used</i>
		<i>Before opening and After closing</i>
Elim Christian Church	Takanini HQ	<i>Two HQ staff will pick up/drop</i>
		<i>Rental Van will be used</i>
		<i>Before opening and After closing</i>
Randwick Park School	Takanini HQ	<i>Two HQ staff will pick up/drop</i>
		<i>Rental Van will be used</i>
		<i>Before opening and after closing</i>
The warehouse Takanini	Takanini HQ	<i>Two VP staff will pick up/drop</i>

		<i>Personal car</i>
		<i>Before opening and after closing</i>

Bruce Pullman	Takanini HQ	<i>Two VP staff will pick up/drop</i>
		<i>Personal car</i>
		<i>Before opening and after closing</i>

Connect Baptist	Takanini HQ	<i>Two VP staff will pick up/drop</i>
		<i>Personal car</i>
		<i>Before opening and after closing</i>

### 3.4 Other supplies deliveries and pick-ups during the voting period

#### Reference:

Chapter	Section	Process
14 – Logistics	4.6	Other supplies deliveries and pick-ups
12 – Voting services preparations	15.5	Return of enrolment forms to electorate HQ
20 – Delivering voting services	2.3	Return of phase changes
20 – Delivering voting services	2.4	Removing special votes from voting places during advance voting
Personal Instructions Manuals		Return timesheets regularly to electorate HQs
20 – Delivering voting services	2.5	Resupply of materials to voting places during advance voting

You need to plan for:

- How you will complete known materials movements (e.g., planned phased changes, planned resupply)
- How you will manage phase changes on Friday E-1 to prepare for Election Day. This will require a lot of planning and resources in terms of logistics if you have multiple VPs open on E-1 and Election Day. All of these VPs will be completing a more comprehensive change out of material.
- How you will remove special vote ballot boxes when they are full
- How you will regularly pick-up and return enrolment forms and timesheets to HQ.
- How you will respond to the unexpected (e.g., emergency resupply of voting materials that are running out).

In planning this, consider which staffing mechanism is best to use, e.g., a logistics team/ HQ staff, VP staff, (VPM and VA), MS, LAC – or a combination of these.

Detailed planning will then be required for each of these roles to ensure they are aware of what is required and when (see Part 5 – Managing Teams and Part 6 – Managing Mobile Support).

Process	High level planning information
Phase changes during advance voting	<ul style="list-style-type: none"> <li>• 1<sup>st</sup> option is Mobile support team will perform phase changes.</li> <li>• 2<sup>nd</sup> option is [REDACTED] (TL), and a support person will go if mobile support is unable to or more than one phase change is happening at the same time.</li> <li>• 3<sup>rd</sup> option is [REDACTED], and a support person will go if mobile support is unable to or more than one phase change is happening at the same time.</li> <li>• Personal cars will be used.</li> </ul> <p><i>Other considerations:</i></p> <ul style="list-style-type: none"> <li>• We will monitor actual votes on EMS and prepare for phase change at the 1700 mark if unplanned &amp; 1800 mark for planned.</li> <li>• We will get security to accompany staff when transferring to and from the car/van.</li> <li>• End of business or after closing would be the ideal time for phase change.</li> </ul>

<p>Phase change prior to Election Day</p> <p><i>Note: this is required at all voting places that are open prior to and on Election Day</i></p>	<ul style="list-style-type: none"> <li>• <i>Mobile support (x6) and Voting Service Manger will do phase changes.</i></li> <li>• <i>HQ staff will help if needed.</i></li> <li>• <i>Mobile support personal vehicles and HQ rental van will be used.</i></li> <li>• <i>Other considerations?</i> <ul style="list-style-type: none"> <li>• <i>The workload for the day will determine how many drivers/mobile supports will be used for phase change.</i></li> </ul> </li> </ul>
<p>Removal of special votes ballot box</p>	<ul style="list-style-type: none"> <li>• <i>MS or HQ staff will pick up.</i></li> <li>• <i>Mobile support personal vehicles and HQ rental van will be used.</i></li> <li>• <i>If unplanned HQ staff will pick up and resupply</i></li> </ul>
<p>Return of enrolment forms from voting places</p>	<ul style="list-style-type: none"> <li>• <i>MS will remove enrolment forms every day.</i></li> <li>• <i>HQ staff will scan and send to enrolment team.</i></li> </ul>
<p>Planned resupply.</p> <p>(For example, if a voting place cannot securely store all the voting materials it needs, so needs to be resupplied during the voting period)</p>	<ul style="list-style-type: none"> <li>• <i>MS will pick up and restock when required.</i></li> </ul>
<p>Emergency resupply of voting places</p>	<ul style="list-style-type: none"> <li>• <i>MS or Logistics team will perform Emergency resupply.</i></li> <li>• <i>Each situation will be different if more than 1 and will determine how we react.</i></li> </ul>

8.5 Part 4 – Return of supplies to HQ at the end of the voting period

There are two main occasions where significant logistics will be required due to the amount of supplies being returned to the HQ:

1. On Friday E-1, the day before Election Day

## 2. On Election Night.

Reference:

Chapter	Section	Process
14 – Logistics	4.7	Planning for the return of key voting materials during advance voting.
20 – Delivering Voting Services	6.	Return of Supplies on E-1. Includes: <ul style="list-style-type: none"> <li>• Preparations</li> <li>• Staffing and materials required</li> <li>• Process for receiving and checking supplies)</li> </ul>

### 8.6 4.1 Return of supplies on Friday E-1

This includes the return of supplies and key voting materials from:

- Voting places that close on E-1 and which are not open on Election Day
- All voting places that continue to be open on Election Day, as they will have a phase change immediately prior to Election Day.

In your planning consider:

- If additional staff and/or larger vehicles are needed to help VPMs return supplies

Category	Information
No. of staff	<ul style="list-style-type: none"> <li>• VPMs + 1- 2 VP staff will use personal cars to bring the supplies back.</li> <li>• VPMs from the warehouse Takanini, Connect Baptist Church, and Bruce pullman park will return all VP supplies to HQ.</li> <li>• We will use 6 staff at HQ to receive materials.</li> </ul>
Transport required	<ul style="list-style-type: none"> <li>• 1 rental van</li> <li>• 9 cars (VPMs)</li> </ul>
Layout of HQ	<ul style="list-style-type: none"> <li>• VPMs will bring everything to zone 2.</li> <li>• Supplies will move to zone 3 once they clear the checklist.</li> <li>• Ballot boxes will go into zone 4.</li> </ul>

<b>Other considerations</b>	<ul style="list-style-type: none"> <li>• <i>VPMs cars will be let into level 2 caged carpark where they can safely unload supplies.</i></li> <li>• <i>Platform trolleys, hand trolleys and caged trolleys will be available to assist in taking supplies up HQ.</i></li> <li>• <i>Caged carpark on level 2 is well lit.</i></li> </ul>
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If voting place materials are unable to be returned by the end of Friday E-1, how will you ensure they:

- are stored securely prior to being delivered to the HQ
- remain in the custody of electoral officials rather than couriers or other contractors
- are returned as soon as possible on Election Day to be included in the early count.
- 

Voting Places – Unable to return supplies on E-1	Who will return supplies	Where supplies will be kept	HQ Delivery timeframe
	<i>e.g. VP manager, agent</i>		

- We are an urban electorate.
- If materials can't get back to HQ, contact local police to secure them overnight in the police station.

2 Return of supplies on Election Night

Reference:

Chapter	Section	Process
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14 – Logistics	4.8	Return of supplies on election night
22 – Election Day and Night	10	Return of voting place supplies to HQ. Includes: <ul style="list-style-type: none"> <li>• Preparations</li> <li>• Staffing and materials required</li> <li>• Process for receiving and checking supplies)</li> </ul>

Plan how supplies and key voting materials will be returned to your HQ on Election Day.

Category	Information
Transportation mechanism	<ul style="list-style-type: none"> <li>• <i>VPMs cars will be let into level 2 caged carpark where they can safely unload supplies.</i></li> <li>• <i>Platform trolleys, hand trolleys and caged trolleys will be available to assist in taking supplies up HQ.</i></li> <li>• <i>Caged carpark on level 2 is well lit.</i></li> </ul>
Layout of HQ	<ul style="list-style-type: none"> <li>• <i>Need 3 HQ staff will be in the caged car park to assist VPMs and give access into the caged car park.</i></li> <li>• <i>HQ staff in the car park will also be the ones controlling the flow of supplies and VPMs coming up into HQ to avoid congestion and mixing supplies from different VPs.</i></li> <li>• <i>VPMs will bring everything to zone 2.</i></li> <li>• <i>Supplies will move to zone 3 once they clear the checklist.</i></li> <li>• <i>The votes come back in P &amp; S envelopes. Because they are counted, they will remain in Zone 3.</i></li> <li>• <i>There is enough space in the caged car park for all vehicles returning supplies.</i></li> </ul>
Number of staff required	<ul style="list-style-type: none"> <li>• <i>Two VP staff will be required to Help VPMs return supplies.</i></li> <li>• <i>If for some reason VPMs cannot return supplies, MS or HQ staff will be on standby to get critical materials only.</i></li> <li>• <i>12 staff members + 1 security guard at HQ to receive.</i></li> </ul>

	<ul style="list-style-type: none"> <li>• 3 staff in carpark to give access to carpark and assist in taking supplies into HQ.</li> <li>• 3 staff to receive in zone 3 and put materials into designated area.</li> <li>• 1 security to guard zone 4.</li> </ul>
Movement of an uncounted preliminary count on Election Night	<p><b>Note: Voting place staff must move the materials and scrutineers must have the ability to travel with the materials.</b></p> <p><i>There will be no movement of uncounted preliminary count on election night</i></p>
Additional arrangements	<ul style="list-style-type: none"> <li>• Always 2 staff members when moving marked ballot papers.</li> </ul>

## 8.7 Part 5 – Planning for your Teams

### References:

Chapter	Section	Process
14 – Logistics	5	Planning your distribution of materials to temporary services
12 – Voting Services Preparations	5, 6, 7, & 8	Voting teams for: hospitals and care homes, prisons, shelters and Defence Force bases.
5 – Planning your Voting Services	5.6	Pop-up services
12 – Voting Services Preparations	4.4	Drop-off and pick-up of takeaway votes

In your high-level planning consider how many teams you will need and how you will staff them. Note:

- The same set of supplies can be used to visit care homes, hospitals, Defence Force bases, police cells, other organisations (e.g. homeless shelters) and to issue votes for the drop-off/pick-up service

- A separate set of supplies must be used for:
  - Prisons
  - Pop-up services

Once you have completed your high-level plan, complete a M40-VTPLAN for each team.

**Teams for care homes / hospitals / Defence Force bases / other organisations / Police cells (Election Day only)**

To determine the number of teams you need consider, list the facilities you will be providing services to under each category, then determine possible routes each team could follow taking the distance between the facilities into account.

Category	Information
Care homes	One team required VPM and 2 ISOs to deliver voting services to 5 care homes during advance voting.

Category	Information
Number of teams required.	<i>Only one team will be required for Takanini Care Home Voting Service</i>
Number of staff required	<i>3 staff required.</i>
Service and transportation mechanism	<i>Only 1 vehicle required.</i>
Other considerations	<ul style="list-style-type: none"> <li>• No storage is required.</li> <li>• Material will come straight back to HQ.</li> </ul>

## Prisons

A separate set of supplies must be packed for prisons.

Category	Information
Number of prisons – and amount of possible votes to be issued in each	<ul style="list-style-type: none"> <li>• <i>Refer to prisons information on field ECHO</i></li> <li>• <i>Note: these teams will only be issuing special votes, which take longer to issue.</i></li> </ul>
Number of staff required	<p><i>How many staff will you need to deliver services in prisons?</i></p> <p><b>NO PRISON CELL IN TAKANINI ELECTORATE.</b></p>

Service and transportation mechanism	<i>What transportation will be required to deliver this service?</i>
Other considerations	<i>Where will materials be securely stored overnight (this should be approved secure storage).</i>

### Pop-up service

A separate set of supplies must be packed for each pop-up service (i.e. the same set of supplies can be used at each of the voting places contained within one pop-up).

Category	Information
Number of teams required to deliver pop-up services	1 team required for pop up.
Number of staff required	6 staff required including VPM.

### Drop-off and pick-up service

Record the supplies used for this service against the set of supplies for one of your care home teams (see Section 2.8 of Chapter 20 – Delivering voting services).

Category	Information
Number of staff required	<i>You will need 2 HQ staff available to:</i> <ul style="list-style-type: none"> <li>• <i>Create and quality assure voting packs.</i></li> </ul>

	<ul style="list-style-type: none"> <li>• <i>Drop off and pick up voting packs.</i></li> </ul>
Service and transportation mechanism	<p><i>What transportation will be required to deliver these services?</i></p> <ul style="list-style-type: none"> <li>• Care home teams and mobile support.</li> </ul>
Other considerations	<ul style="list-style-type: none"> <li>• Based on care home managers response we will make a decision on when to drop off and pick up during advance voting.</li> </ul>

## 8.8 Part 6 – Planning for your Mobile Support

### Reference:

Chapter	Section	Process
14 – Logistics	6	Planning for your mobile support
12 – Voting Services Preparations	17	Briefing mobile support
22 – Election Day and night	3	Planning for your Election Day mobile support

You will have Mobile Support (MS) both prior to and on Election Day. The primary role of MS is to provide support to the VPM, though they may also be required to undertake other logistics-related activities.

Make a high-level plan of how many Mobile Supports you will need, taking into account the number of voting places you have, the distance they are from each other and the kind of support they will need each day they are open.

**Remember:**

- not every voting place needs to be visited every day. Support can be made by a phone call.
- staff should not be scheduled to work every day of the voting period and the hours worked each day should be reasonable (noting Election Day will be a long day).

Once you have done this, create a daily schedule for each MS using the M40-MSPLAN master form. This will outline the voting places each MS is responsible for, when they will contact them and any other activities they will do.

Consider the following when making your high-level plan, ensuring you are realistic and take distance and driving times into account:

Category	Information
VPs	<ul style="list-style-type: none"> <li>• Takanini has 26 voting places in total.</li> <li>• Most voting places are within 5 kilometers of each other.</li> <li>• Most VPs are within 11 kilometers from HQ and 7 VPs outside 11 kilometers with the furthest being 20 kilometers.</li> </ul>
Staff members	<ul style="list-style-type: none"> <li>• <i>Takanini will have 3 MS for the advance voting period and 6 MS on election day.</i></li> </ul>
What other activities can MS carry out for the VP?	<p><i>MS will also be responsible for the following:</i></p> <ul style="list-style-type: none"> <li>• <i>top up of supplies.</i></li> <li>• <i>pick up of enrolment forms and timesheets.</i></li> <li>• <i>Give breaks to VPMs and VAs.</i></li> <li>• <i>Make sure that all the KPI's are met.</i></li> </ul>
Other considerations	<ul style="list-style-type: none"> <li>• We also need to make sure MS gets break.</li> </ul>

**High level routes: Election Day**

Mobile Support 1 / Driver 1	Ormiston senior college
	Ormiston activity centre

	Mission heights primary school
	Old flat bush school hall
<b>Mobile Support 2 / Driver 2</b>	Redoubt rd. North Wesleyan methodist church
	Everglade school
	Auckland botanical gardens
	Elmwood care centre and village
<b>Mobile Support 3 / Driver 3</b>	The gardens school
	Alfriston college
	Randwick Park school
<b>Mobile Support 4 / Driver 4</b>	Manurewa scout hall
	Manurewa East school
	Manurewa south school
	Greenmeadows intermediate school
<b>Mobile Support 5/ Driver 5</b>	Elim Christian centre
	Clayton Park school
	Reremoana school
	Conifer grove school
<b>Mobile Support 6 / Driver 6</b>	Takanini school
	Takanini hall
	Takanini library
	Holy trinity catholic primary school

**High level routes: Advance voting**

<b>Mobile Support 1 / Driver 1</b>	Old flat bush school hall (12 <sup>th</sup> -13 <sup>th</sup> Oct)
	Redoubt rd. North Wesleyan Methodist Church
	Connect Baptist Church
<b>Mobile Support 2/ Driver 2</b>	Auckland Botanic Gardens

	Manurewa scouts Hall
	Randwick Park School (2 <sup>nd</sup> – 8 <sup>th</sup> Oct)
	Elim Christian centre (9 <sup>th</sup> – 13 <sup>th</sup> Oct)
<b>Mobile Support 3 / Driver 3</b>	Bruce Pullman
	The Warehouse Takanini
	Takanini Hall

### 8.9 Part 7 – Returning shared electorate materials

#### Reference:

Chapter	Section	Process
14 – Logistics	7	Returning shared electorate materials
24 – Sort and send	2.5	Returning shared electorate materials to their home electorate

Your planning will feed into a regional logistics plan for returning shared electorate ordinary and special votes between the electorates in your region. This could also extend to shared electorate services between regions.

Early planning and constant communication with your shared electorates will make this process far smoother in a high-stress period.

In your planning remember:

- All voting materials relating to shared electorate ordinary votes should remain in the hands of an electoral official. Do not courier any marked ordinary vote ballot papers.
- As much as it is possible, special votes should remain in the hands of an electoral official.

Category	Information
Transportation mechanism	<ul style="list-style-type: none"> <li>• <i>One vehicle required to pick up and drop off shared electorate materials.</i></li> </ul>

Number of staff required	<ul style="list-style-type: none"> <li>Only two staff required to drop off and pick up.</li> </ul>
Other considerations	<ul style="list-style-type: none"> <li>we will decide on a place and time to meet with other electorates and return materials once we all have received them.</li> </ul>

**High level drop-off and pick-up routes for shared electorate materials:**

(Copy and paste sections as needed)

Description of route	Electorate HQs to be visited	Approx. timing of visit
Van 1	Van Route plan attached below	

Note:- VP Staff will be there 1 hour prior to the opening time  
 Route map can be adjusted according to the events of the day

### DROP OFF SCHEDULE

#### Sunday 01/10/23

Voting Place Name And Number	Address	Equipment Drop off at 5pm
009 Takanini Hall	8 Takanini Road	

#### Monday 02/10/23

Voting Place Name And Number	Address	Voting Hours	Drop OFF
006 Auckland Botanic Gardens	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 5:00 pm	8:30 am equipment drop off
001 The Warehouse	30 Walters Road, Takanini 2112	12:00pm to 7:00 pm	10:30 am equipment drop off

#### Tuesday 03/10/23 - Wednesday 04/10/23

Voting Place Name And Number	Address	Voting Hours	Drop OFF
010 Randwick Park School Hall	66 Riverton Drive, Randwick Park, Auckland 2105	9:00 am to 5:00 pm	8:30 am
005 Redoubt North Church	51 Diorella Drive, Clover Park, Auckland 2019	10:00 am to 5:00 pm	9:00 am
003 Connect Baptist Church	75 Everglade Drive, Manurewa, Auckland 2105	10:00 am to 5:00 pm	9:20 am
006 Auckland Botanic Gardens	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 5:00 pm	9:40 am
007 Manurewa Scout Hall	21 Alfriston Road, Manurewa East, Auckland 2102	10:00 am to 5:00 pm	9:50 am

**Thursday 05/10/23 - Saturday 07/10/23**

Voting Place Name And Number	Address	Voting Hours	Drop OFF
010 Randwick Park School Hall	66 Riverton Drive, Randwick Park, Auckland 2105	9:00 am to 5:00 pm	8:30 am
005 Redoubt North Church	51 Diorella Drive, Clover Park, Auckland 2019	10:00 am to 5:00 pm	9:00 am
003 Connect Baptist Church	75 Everglade Drive, Manurewa, Auckland 2105	10:00 am to 5:00 pm	9:20 am
006 Auckland Botanic Gardens	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 7:00 pm	9:40 am
007 Manurewa Scout Hall	21 Alfriston Road, Manurewa East, Auckland 2102	10:00 am to 7:00 pm	9:50 am

**Sunday 08/10/2023**

Voting Place Name And Number	Address	Voting Hours	Drop OFF
010 Randwick Park School Hall	66 Riverton Drive, Randwick Park, Auckland 2105	9:00 am to 5:00 pm	8:30 am
006 Auckland Botanic Gardens	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 7:00 pm	9:10 am
007 Manurewa Scout Hall	21 Alfriston Road, Manurewa East, Auckland 2102	10:00 am to 7:00 pm	9:30 am

**Monday 09/10/2023 - Wednesday 11/10/2023**

Voting Place Name And Number	Address	Voting Hours	Drop OFF
005 Redoubt North Church	51 Diorella Drive, Clover Park, Auckland 2019	10:00 am to 5:00 pm	9:00 am
003 Connect Baptist Church	75 Everglade Drive, Manurewa, Auckland 2105	10:00 am to 5:00 pm	9:20 am

<b>006 Auckland Botanic Gardens</b>	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 7:00 pm	9:40 am
<b>007 Manurewa Scout Hall</b>	21 Alfriston Road, Manurewa East, Auckland 2102	10:00 am to 7:00 pm	9:50 am

**Tuesday 10/10/2023 - Wednesday 11/10/2023**

Voting Place Name And Number	Address	Voting Hours	Drop OFF
<b>004 Elim Christan Centre</b>	198 Mahia Road, Wattle Downs, Auckland 2103	9:00 am to 5:00 pm	8:50 am
<b>005 Redoubt North Church</b>	51 Diorella Drive, Clover Park, Auckland 2019	10:00 am to 5:00 pm	9:00 am
<b>003 Connect Baptist Church</b>	75 Everglade Drive, Manurewa, Auckland 2105	10:00 am to 5:00 pm	9:20 am
<b>006 Auckland Botanic Gardens</b>	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 7:00 pm	9:40 am
<b>007 Manurewa Scout Hall</b>	21 Alfriston Road, Manurewa East, Auckland 2102	10:00 am to 7:00 pm	9:50 am

**Thursday 12/10/23 - Friday 13/10/2023**

Voting Place Name And Number	Address	Voting Hours	Drop OFF
<b>004 Elim Christan Centre</b>	198 Mahia Road, Wattle Downs, Auckland 2103	9:00 am to 6:00 pm	8:50 am
<b>005 Redoubt North Church</b>	51 Diorella Drive, Clover Park, Auckland 2019	10:00 am to 6:00 pm	9:00 am
<b>003 Connect Baptist Church</b>	75 Everglade Drive, Manurewa, Auckland 2105	10:00 am to 6:00 pm	9:20 am
<b>006 Auckland Botanic Gardens</b>	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 6:00 pm	9:40 am
<b>007 Manurewa Scout Hall</b>	21 Alfriston Road, Manurewa East, Auckland 2102	10:00 am to 6:00 pm	9:50 am
<b>024 Ormiston Activity Centre</b>	Barry Curtis Park, Chaped Road, Flat Bush	Equipment drop off at 4pm	

Note:- 1 VP staff & Security Guard will be onsite for 1 hour until Ballot Boxes are picked up  
 Route map can be adjusted according to the events of the day

### PICKUP SCHEDULE

#### Monday 02/10/23

Voting Place Name And Number	Address	Voting Hours	Pickup
005 Redoubt North Church	51 Diorella Drive, Clover Park, Auckland 2019	10:00 am to 5:00 pm	5:10 pm
003 Connect Baptist Church	75 Everglade Drive, Manurewa, Auckland 2105	10:00 am to 5:00 pm	5:20 pm
006 Auckland Botanic Gardens	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 5:00 pm	5:35 pm
007 Manurewa Scout Hall	21 Alfriston Road, Manurewa East, Auckland 2102	10:00 am to 5:00 pm	5:50 pm
010 Randwick Park School Hall	66 Riverton Drive, Randwick Park, Auckland 2105	9:00 am to 5:00 pm	6:00 pm

#### Tuesday 03/10/23 - Wednesday 04/10/23

Voting Place Name And Number	Address	Voting Hours	Pickup
005 Redoubt North Church	51 Diorella Drive, Clover Park, Auckland 2019	10:00 am to 5:00 pm	5:10 pm
003 Connect Baptist Church	75 Everglade Drive, Manurewa, Auckland 2105	10:00 am to 5:00 pm	5:20 pm
006 Auckland Botanic Gardens	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 5:00 pm	5:35 pm
007 Manurewa Scout Hall	21 Alfriston Road, Manurewa East, Auckland 2102	10:00 am to 5:00 pm	5:50 pm
010 Randwick Park School Hall	66 Riverton Drive, Randwick Park, Auckland 2105	9:00 am to 5:00 pm	6:00 pm

#### Thursday 05/10/23 - Saturday 07/10/23

Voting Place Name And Number	Address	Voting Hours	Pickup
005 Redoubt North Church	51 Diorella Drive, Clover Park, Auckland 2019	10:00 am to 5:00 pm	5:10 pm

003 Connect Baptist Church	75 Everglade Drive, Manurewa, Auckland 2105	10:00 am to 5:00 pm	5:20 pm
010 Randwick Park School Hall	66 Riverton Drive, Randwick Park, Auckland 2105	9:00 am to 5:00 pm	5:40 pm
006 Auckland Botanic Gardens	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 7:00 pm	7:10 pm
007 Manurewa Scout Hall	21 Alfriston Road, Manurewa East, Auckland 2102	10:00 am to 7:00 pm	7:25 pm

**Sunday 08/10/2023**

Voting Place Name And Number	Address	Voting Hours	Pickup
006 Auckland Botanic Gardens	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 7:00 pm	7:10 pm
007 Manurewa Scout Hall	21 Alfriston Road, Manurewa East, Auckland 2102	10:00 am to 7:00 pm	7:25 pm

**Monday 09/10/2023 - Wednesday 11/10/2023**

Voting Place Name And Number	Address	Voting Hours	Pickup
005 Redoubt North Church	51 Diorella Drive, Clover Park, Auckland 2019	10:00 am to 5:00 pm	5:10 pm
003 Connect Baptist Church	75 Everglade Drive, Manurewa, Auckland 2105	10:00 am to 5:00 pm	5:20 pm
006 Auckland Botanic Gardens	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 5:00 pm	5:35 pm
007 Manurewa Scout Hall	21 Alfriston Road, Manurewa East, Auckland 2102	10:00 am to 5:00 pm	5:50 pm
004 Elim Christan Centre	198 Mahia Road, Wattle Downs, Auckland 2103	9:00 am to 5:00 pm	6:00 pm

**Thursday 12/10/23**

Voting Place Name And Number	Address	Voting Hours	Pickup
005 Redoubt North Church	51 Diorella Drive, Clover Park, Auckland 2019	10:00 am to 5:00 pm	5:10 pm
003 Connect Baptist Church	75 Everglade Drive, Manurewa, Auckland 2105	10:00 am to 5:00 pm	5:20 pm
006 Auckland Botanic Gardens	102 Hill Road, The Gardens, Auckland 2105	10:00 am to 5:00 pm	5:35 pm
007 Manurewa Scout Hall	21 Alfriston Road, Manurewa East, Auckland 2102	10:00 am to 5:00 pm	5:50 pm
004 Elim Christan Centre	198 Mahia Road, Wattle Downs, Auckland 2103	9:00 am to 5:00 pm	6:00 pm

**Friday 13/10/2023**

Voting Place Name And Number	Address	Voting Hours	Pickup
001 The Warehouse	30 Walters Road, Takanini 2112	12:00pm - 6:00pm	Equipment pick up at 6:30pm

**Saturday 14/10/23**

Voting Place Name And Number	Address	Voting Hours	Pickup
025 Takanini Library	30 Walters Road, Takanini 2112	09:00am - 7:00pm	Equipment pick up at 7:30pm

**Sunday 15/10/23 - Equipments Only**

Voting Place Name And Number	Address	Pickup
024 Ormiston Activity Centre	Chapel Road, Flat Bush, Auckland 2016	8:45 am
008 Old Flat Bush School Hall	cnr Murphy's Road and, Flat Bush Road, Auckland 2019	9:30 am
006 Auckland Botanic Gardens	102 Hill Road, The Gardens, Auckland 2105	10:15 am
009 Takanini Hall	8 Takanini Road	11:00 am
Van drop off at Eastern Rentals at 12pm		

# Tamaki

## 2023 Electorate Plan for Service Delivery

This electorate plan has been broken into the following sections, covering how services will be planned:

1. Voting services expectations
2. Electorate overview
3. Planning your voting services
4. Confirming your voting service
5. Building your electorate team
6. Risks
7. Review

This plan is an integral part of the overall planning for the general election. It is based on your Regional Plan and combines with other electorate plans to provide a regional approach.

### List of changes

Version no.	Consulted with / changes made	Date
1.0	Draft	23/05/2023
2.0	Security Changes	23/9/2023
3.0	Review	15/11/2023

## 1 Voting services expectations

### **My electorate's voting services will:**

- 1** Meet the needs of the community
- 2** Be available in locations convenient to voters where they live, work and play
- 3** Prioritise Māori voters, diverse communities and target groups by providing services informed by the community
- 4** Be staffed to reflect the diversity of my local community
- 5** Offer shared electorate voting at locations where voters are expected to vote
- 6** Operate at times convenient to voters, including late nights and weekends

## 2 Electorate overview

### 2.1 Overview

Region	Auckland South	
Electorate profile	Urban	
Home Māori electorate(s)	Tamaki Makaurau	
Neighbouring electorates	Maungakiekie, Epsom, Panmure-Otahuhu, Auckland Central	
Shared electorates	My electorate will provide services for which other electorates voters	Which electorates will provide services for my voters
	Epsom	Epsom
	Panmure-Otahuhu	Panmure-Otahuhu
	Maungakiekie	Maungakiekie
		Auckland Central

### 2.2 Enrolment and turn-out rates

This table compares the nationwide 2020 enrolment and turn-out rates with your electorate's rates.

	Nationwide average in 2020	Your electorate in 2020	Your electorate compared to the nationwide average
Enrolment rate	92%	100.1%	+8%
Turn-out rate	82.24%	84.17%	+1.93%
Turn-out split (AV% vs ED%)	68% vs 30%	72.5% vs 27.5 %	+4.5% vs -2.5%

### 2.3 Key characteristics

Refer to the questions in section 4.3 of Chapter 4 in the operations manual when completing these questions.

Q#	Question	Identify	So what?
My electorate and how I fit into my region			
1	How does my electorate fit into the regional plan for delivering voting services?	<p><b>Auckland South Region</b> is responsible for 13 electorates, 12 general electorates and the Māori electorate of Tamaki Makaurau and Hauraki-Waikato. Tamaki Electorate lies northeast of the Auckland South Region.</p> <p>Auckland South Region is very multicultural and has a younger population than New Zealand as a whole. Auckland South is also the fastest growing region in New Zealand. 25% are in fulltime or part-time study, with 48% travelling to places of study by private vehicle, 24% by foot, And 23% by bus or train.</p> <p><b>Tamaki Electorate</b> is situated around the north-eastern suburbs of the Auckland isthmus and includes Mission Bay, Meadowbank, Saint Heliers, Kohimarama, St Johns, Stonefields, Glendowie, Orakei and Glen Innes. Based on the 2018 census and deprivation index, majority of the electorate is affluent with high levels of education and household income. However, there are pockets of high deprivation and lower household incomes that fall within the areas of Glen Innes and Orakei</p>	<p>There are various strategies Tamaki Electorate can use to collaborate with other electorates to ensure seamless delivery of services.</p> <p><b>Regular communication</b> – weekly team meetings for Auckland South Region. Maintain open communication channels with neighbouring electorates and actively seek out ways to collaborate and provide seamless services.</p> <p><b>Sharing Resources-</b> By sharing resources Tamaki and its neighbouring electorates can work together by ensuring voting places are in places that will meet the needs of our voters. Voting sites close the Tamaki borders will need to be identified to ensure they provide share votes for Tamaki. Will work closely with Maungakiekie Electorate as we are sharing headquarters.</p>

		<p>Tamaki is an urban area with a large population of ethnic communities, youth and first-time voters.</p> <p>Tamaki electorate is mostly made up of residential housing with a high population density compared to the national average. It is situated a short neighbourly distance to the Auckland CBD (6 - 11km).</p> <p>Within the electorate there are</p> <p>4 high schools, 17 Primary/Intermediate School, 2 Marae, 1 Kura Kaupapa, 35 places of worships and 8 rest homes.</p> <p>12% have no access to the internet, and 9% have no access to mobile phone.</p> <p>Voters enrolled in Tamaki Electorate are more likely to vote within the electorate. <b>92% of voters from the Tamaki electorate voted within Tamaki Electorate.</b> There are not many voters from other electorates voting in Tamaki. The two neighboring electorate Epsom and Maungakiekie issued under 2000 votes combined for Tamaki in 2020 election. Voters enrolled outside Tamaki Electorate are most likely to vote at their local churches', schools, and community centers.</p> <p>Tamaki Electorate and Maungakiekie Electorate will be sharing headquarters.</p>	
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<p>2</p>	<p>What are the logistical challenges of my electorate’s geography?</p>	<p><b>Tamaki is a geographically compact and high-density population</b>, therefore, each voting place has a high catchment area and located very short distance from each other.</p> <p>Peak hour morning and afterschool traffic may cause time delay for any deliveries to and from voting sites and headquarters.</p> <p>Tamaki’s headquarters is located outside of the electorate, approximately 12-24 minutes travel time to the center of the electorate.</p> <p>There is no free carparking onsite and very limited paid carparking space. This may impact accessibility for staff. No loading bay for deliveries.</p>	<p>Advise staff to plan their visit and take into consideration time to find parking.</p> <p>Delivery of goods will need to account for delays during peak travel times.</p> <p>For bulk supplies deliveries, the truck can park in the car park right outside the main doors. Ideally, bulk deliveries will be done on a Saturday when the carpark- is not full, and minimal foot traffic.</p> <p>Staff can choose to make use of public transport; Ellerslie train station is a short walk and there are buses that use Great South Rd.</p>
<p>3</p>	<p>What will my electorate need to do to recruit the most appropriate staff?</p>	<p>A thorough understanding of Tamaki electorate make up and the needs of the electorate will be important to ensure that there is a right mix of staff to reflect Tamaki’s ethnic makeup.</p> <p>Although English remains the most spoken language in the Tamaki Electorate, some areas of Tamaki have a high number of Chinese Mandarin speakers whereas some pockets of the electorate particular in Glen Innes have higher numbers of Tongan, Cook Island and te reo Māori speakers.</p>	<p>Recruitment efforts will be required due to prediction of worker shortfall for 2023 election. Outreach to advertise in local newsletters, social media platforms used by the community and noticeboards will be utilised to encourage local community to work at local voting places.</p> <p>Building relationships with local schools, community centres and churches can assist in recruiting the most appropriate staff to reflect local communities. Resources for recruitment will be shared through these key networks via email, social media, and noticeboards.</p>

		<p>Unemployment rates across the country are low and in Auckland the rate is sitting at 3.4 at the end of the December quarter.</p> <p>Employment within the electorate would be ideally encouraged. However, due to Auckland South being a predominantly compact region, personnel are willing to travel outside of their electorate.</p>	<p>Engagement with community advisors, local Iwi and the Auckland Chinese Association may assist in relationship building and sourcing suitable personnel. Staff that are recruited from local community will be attractors. These people will reach out to voters through personal networks.</p> <p>Ideas around ‘paper’ and in person applications maybe an option to assist and encourage people to work at the election who may not have the confidence or resources to apply online.</p> <p>Tamaki electorate will work alongside other electorates when there are roles that cannot be fulfilled. Tamaki may need to hire staff outside of the electorate.</p>
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Demographic considerations			
4	<p>What is my electorate’s ethnic make-up?</p>	<p><b>European 70%</b></p> <p><b>Asian 19%</b></p> <p><b>Māori 8%</b></p> <p><b>Pacifika 8%</b></p> <p>The 2018 Census showed that 70% of the Tamaki Electorate identified as NZ Europeans, 8% identified as pacific people, both are in line with the New Zealand average. About 1/5 (19%) identified as Asian, higher than the New Zealand average. Only 8% identified as Māori, about half the NZ average.</p> <p>Glen Innes is an area of interest where there are higher concentration of Māori and Pacifika where voter turnouts are lower than the electorates average.</p> <p><b>St John West has the highest percentage of Asian in Tamaki electorate 40%.</b> St Johns East 38%, Stonefields West 38%, Remuera Waitarua 36%, and Remuera Abbots Park 30%. All predominantly Chinese ethnicity with a small percentage identifying as Korean and Indian.</p>	<p><b>The workforce will need to reflect the community makeup of each nationality proportionately.</b> With particular focus in Glen Innes where there is higher concentration of Pacifica and Māori. More local schools in Glen Innes catchment with be assessed to encourage ease and confidence for voters. Orakei Marae and Ruapotaka Marae in Glen Innes have been identified as possible voting locations.</p> <p>Chinese Mandarin speaking staff will be required and encouraged to maintain voting confidence and participation amongst local communities, particularly in areas that have been identified as having a high number of Asian ethnicities.</p> <p>Tamaki had many voting places in places of worship in previous election. The voting sites attracted a good number of voters. The same churches from previous elections will be used again.</p>

		<p><b>Suburbs in Glen Innes had the highest number of Pacifika ethnicity in Tamaki electorate.</b> Glen Innes East-wai O Taiki Bay 46%, Glenn Innes West 40.2% and Glen Innes Industrial 21.5%. Breakdown mostly of Samoan, Cook Island and Tongan ethnicity.</p> <p><b>Suburbs in Glen Innes and Orakei has the highest number of Māori ethnicity in Tamaki electorate.</b> Orakei East 32%, Glen Innes East-wai O Taiki Bay 21%, Glenn Innes West 22% and Glen Innes Industrial 18%.</p> <p>The share of those affiliated with <b>Christianity (42.6%)</b> in Tamaki Electorate was the fifth highest nationwide.</p>	
5	Where are young people located?	<p><b>Young people in the Tamaki electorate are located at local beaches, cafes, libraries, shops, sport facilities, community hubs, Marae, churches and schools.</b></p> <p>Collectively, 15–29-year-olds make up 18% of the electorate population.</p> <p>15-29 age group are predominately located in Panmure Glen Innes Industrial area (33.6%).</p>	<p>Tamaki Electorate will offer voting sites that are located close to or in places where young people are located. Churches, community centre and sports facility will be used again as voting location.</p> <p>Auckland Netball centre will be selected again as a voting site. The location had a good turnout at the 2020 election.</p> <p>Barfoot and Thompson stadium next to Selwyn College school was assessed for advance voting. The stadium has many sporting and social events attracting lots of youth; however, the facility was not able to accommodate for advance voting as it</p>

			<p>does not allow public access during school days (the stadium is part of the school). In previous elections St Thomas primary school across the road from Selwyn College had been selected as a voting day location. To maintain consistency, we will use St Thomas school rather than Selwyn College on Election Day.</p> <p>New voting services will be offered from a range of partnership locations including Sylvia Park Shopping Mall in neighbouring Maungakiekie Electorate, The Warehouse and Pak n Save where young people are most likely to shop and offered on weekends and outside of traditional working hours to ensure we are meeting their needs.</p> <p>Recruitment will be encouraged at local high schools - Tamaki College, Sacred Heart school have been forwarded recruitment materials and brochures have been delivered. In school education program information will also be forwarded to all the schools in the electorate.</p> <p>Glen Innes has been identified has an area with more youth voters.</p>
Turnout considerations			

6	<p>What are my electorate’s turnout rates?</p>	<p><b>The electorate turnout rate is higher than the national target.</b></p> <p>Areas with <b>turn-out rates lower</b> than the national average are – Panmure-Glen Innes, Glen Innes West, Glen Innes East-Wai O Taiki Bay, Saint John’s West and East, Remuera Waiatarua, and Orakei East. (Glen Innes had the lowest turnout at 75%)</p> <p>Areas with <b>turn-out rates higher</b> than the national average are Orakei West, Mission Bay, Kohimarama, all of Saint Heliers Bay, Glendowie North and South, Meadowbank East and West, Remuera Abbots Park, Remuera East, Stonefield East and West. (Glendowie North had the highest turnout 89%)</p> <p>The turnout rate for Māori is 81%, which is at the higher end of the spectrum. But still fall a little below non-Māori voter in Tamaki Electorate.</p>	<p>Voting services will again be offered in the same locations as last time. Results have shown that the number of locations and hours have met the needs and demands of voters, hence Tamaki Electorates high turn-out rate.</p> <p>Low turn-out rate areas of Glen Innes and some pockets of Orakei associates to areas with higher figures of Māori and Pacifica voters. This correlation sees a need to provide Glen Innes catchment with extra focus and engagement to increase voter turnout. <b>Glen Innes is a high priority area.</b> Attention will be made to ensure voting places being used again will have a taskforce that reflect the community. This will assist in improving voting experience and entice new voters through connections and relationships. Pakn’Save Glen Innes will be a new voting site that will assist in increasing turnout rate in Tamaki electorate particularly in Glen Innes. This site will assist in attracting voters who may unlikely go to a traditional voting site.</p>
7	<p>What are my electorate’s enrolment rates?</p>	<p>In 2020 election, Tamaki Electorate enrolment rate was 100.1% (49935 enrolled) this is 8% higher than the national enrolment rate.</p> <p><b>Currently, as at April 2023 enrolment for Tamaki Electorate is currently at 93.37%.</b> This is 4.77% higher than the national enrolment rate 88.6%.</p>	<p>Māori youth enrolment is low in Tamaki. Additional support may be needed to encourage more younger voters to enrol in priority area Glen Innes where there a higher number of Māori and younger voters reside.</p> <p>Support from local Community Advisors will be needed to assist in learning how we can improve the turnout rate for Māori youth.</p>

		However, for Māori youth 73% of 18–24-year-olds are currently enrolled, 84% of 25–29-year-old in the Tamaki Electorate.	
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## 2.4 Voting services

Refer to the questions in section 4.4 of Chapter 4 in the operations manual when completing these questions.

Locations of service			
1	Where are the high foot traffic areas within your electorate? e.g., malls	<p>People in the Tamaki electorate will mostly likely work locally or in neighbouring areas particularly in the CBD. Tamaki Electorate is situated a short distance to the Auckland CBD (6 -11km)</p> <p>High foot traffic areas- Eastridge Mall, Meadowbank Shopping Centre, beachfront shops – Kohimarama, St Heliers and Mission Bay. Kelly Taltons, Bastion Points and all the eastern beaches attract high visitor numbers from the local electorate as well as visitors from all of Auckland.</p> <p>Local supermarkets are ideal location, attracting high volume of foot traffic.</p> <p>Shopping centres in Tamaki Electorate are not very big. New layout possibility for limited spaces drawn up for The Warehouse and Pak’nSave may also work in the local shopping centres.</p>	<p>National partnership with Foodstuffs has enabled a new voting site in a high priority area. Pak’nSave Glen Innes will be an ideal voting place with high foot traffic and visibility.</p> <p>Local shopping centre Eastridge Mall and Meadowbank Shopping Centre do not have enough space to have a voting site.</p> <p>There are no additional available sites along the beachfront area in Tamaki electorate.</p>

2	<p>What are the major transportation routes within your electorate?</p>	<p>There are three train stops in the Tamaki Electorate - Orakei, Meadowbank and Glen Innes. However, major works on the Eastern lines will result in the line being closed till January 2024. This will impact the traffic congestions on the roads in the Tamaki electorate.</p> <p>The main roads in Tamaki used by bus and cars.</p> <ul style="list-style-type: none"> <li>- Tamaki Drive</li> <li>- Kohimarama Rd</li> <li>- St Heliers Bay Rd</li> <li>- Kepa Rd</li> <li>- Riddell Rd</li> <li>- Line Rd</li> <li>- Apirana Ave</li> <li>- Merton Rd</li> <li>- College Rd</li> </ul> <p>In 2020. Some advance voting services were located on or close to these main roads.</p>	<p><b>To ensure maximum visibility and accessibility, voting services in 2023 should be situated either directly on or in close proximity to main roads. This will make it easier for voters to locate polling stations and increase the likelihood of a high turnout.</b></p> <p>Many voting sites in Tamaki Electorate are located on main roads that have been identified.</p> <p>Voting sites can be placed in close proximity to each other due to its high density population, this will ease the frustration of voters accessing voting places due to traffic constraints.</p> <p>Tamaki Drive is a congested road and route for commuters to get to work in the CBD and for tourists to access the picturesque eastern beaches and tourist attractions. Research was conducted to find suitable locations along this road or close by. 5 knots on Tamaki Drive and Kohimarama Presbyterian Church had been identified as possible locations, however both places are</p>

			<p>unavailable. There are no other suitable locations found after extensive scouring of Tamaki drive.</p> <p>New World in Eastridge Mall is located on busy Kupa road. Assessments are underway to determine whether the site will be available.</p>
3	<p>What businesses and/or organisations which are significant employers in my electorate? E.g., forestry, manufacturing, large office buildings</p> <p>Note: all voting services must be accessible to the general public and not behind locked doors (excluding hospitals, care homes etc).</p>	N/A	
4	<p>What are the geographical challenges for voters in my electorate to access voting services?</p>	<p><b>High traffic volume may cause congestions and delay during peak time on outer edges of the electorate on the main roads.</b></p> <p>Some voting places may have limited parking available and can be busy at peak times in key shopping areas or near schools.</p> <p>Low deprivation areas will require voting places that are easily accessible by public transport or walking distance</p>	<p>Many voting sites will be located near public transports. To lighten pressure on voters travelling to access voting services, <b>several locations will be open all day and some late nights</b> to ensure voters can access voting places outside of peak traffic times.</p> <p>All schools and local community centres in Glen Innes will offer voting services. Glen Innes community centre is close to public transport, across the road from the main shopping town centre, and next to Ruapotaka Marae. Glen Innes Pak'nSave is a busy supermarket frequented by residents in Glen Innes and surrounding areas in Tamaki with plenty of parking. This will make it easy for voters to vote at places they usually</p>

			<p>frequent without needing to travel to another destination.</p> <p>Additional voting site - St Joseph School in Orakei. Although a very small school, it is located Orakei where there is a small pocket identified as a high priority area. It will be a site that is walking distance for many state houses in the area.</p>
5	<p>What has changed in my electorate since GE2020?</p>	<p>In the last few years more high-density housing has been developed in the Tamaki electorate, most notably in Glen Innes and Stonefields.</p> <p>Stonefield is a newly developed subdivision. There are a mixture of high-density housing and standalone houses, schools, and shops. The population in this area has seen significant growth in the last few years.</p> <p>Meadowbank Community Centre will be undergoing full renovation. This very popular voting site will not be available for the 2023 election. The Meadowbank Community Centre saw the highest number of votes and special votes for Tamaki electorate. This voting site was on a busy main road close to Stonefields and Epsom Electorate border.</p> <p>Neighbouring electorate Panmure-Otahuhu have had significant developments on the electorate boundaries including the expansion of the</p>	<p><b>Voting services will be offered in the same locations as last time. Results have shown that the number of locations and hours have met the needs and demands of voters.</b> We may see a little increase in voter turnout due to increase in population because of high-density housing. The number of issuing points will be reviewed to ensure they meet predicted demand.</p> <p>Additional voting site - Stonefields School has been identified as an ideal voting site to capture the voters in Stonefields area. Also, St Pius X is a brand new school in the Glen Innes area. This new school is located in a high priority area , connected to St Pius Church and has a large number of pacific island families.</p> <p>With Meadowbank Community Centre not being available for 2023 election research for another site close by were undertaken. St Chads (opposite the community centre) and Meadowbank Shopping centre had been identified as a possible site nearby. Unfortunately, both have no available</p>

		<p>Panmure interchange and roundabout with a large commercial presence creating more jobs and more visitors through the electorate.</p> <p>Sylvia Park in Maungakiekie electorate has recently undergone a major upgrade with the new upstairs shopping precinct which continues to increase its popularity.</p> <p>The COVID protection framework has also been removed meaning there are no social distancing, contact tracing and mask wearing requirements. A number of people continue to work flexibly or from home, meaning more flexibility in their hours of the day to vote and voting services will be adjusted to reflect this.</p> <p>There has been an increase in theft and break-ins for retail stores. No incident has been reported for any of the voting places assessed so far. However neighboring electorates have experienced break-ins in their local Pakn'Saves and other businesses.</p>	<p>spaces. Nevertheless, St Johns College which is 1.6km (4min drive) along St Johns Road will be used for election day AND advance voting to meet the predicted in increase of demands as a result of nearby Meadowbank Community Centre will not be a voting site for 2023 election. Meadowbank School will a be an additional voting site for election day.</p> <p>Safety of staff and materials will be assessed for each voting place. Security officers maybe required for some high-risk sites.</p>
6	Where are the high foot traffic locations and major transportation routes neighbouring my electorate?	People in Tamaki electorate spend their leisure time shopping and eating in popular neighboring electorates.	These high attractor locations will need to provide shared votes for Tamaki.

		<p>Sylvia Park Mall and Westfields New Market are large shopping malls that attract many customers from the Tamaki electorate.</p> <p>High attractor locations - Auckland CBD, Ponsonby and Parnell and Lunn Ave are also popular destinations for people in the Tamaki electorate to spend their leisure time shopping and eating.</p> <p>Major bus and Train depots are in neighboring electorate (Penrose and Britomart).</p>	
Services offered			
7	<p>What voting services will be provided to meet the needs of Māori voters?</p>	<p>In 2020 general election, the Electoral Commission had a community led approach to address barriers to voting for Māori voters.</p> <p>The regional managers and electoral managers targeted their communities to develop and implement local solutions.</p> <p>Following from the knowledge and connections learnt, the Electoral Commission will continue this approach for 2023, and set out what we now need to do to continue to improve services to Māori.</p> <p>We will have voting sites that are of significance for Māori and have a taskforce that reflect the local community. Māori voters will be more at</p>	<p>Tamaki Electorate will strive to provide an inclusive voting service by having Māori staff, and staff that can communicate in Te Reo Māori. Have translated voter information and resources at voting site, particularly in high priority voting sites.</p> <ul style="list-style-type: none"> <li>- Tamaki College</li> <li>- Glen Taylor School</li> <li>- Glen Innes Community Centre</li> <li>- Pak'nSave Glen Innes</li> <li>- Orakei Community Centre</li> </ul> <p>Possible voting locations at the Ruapotaka Marae and Orakei Marae.</p> <p>Community Advisor [REDACTED] express the importance of working alongside local schools- Tamaki college and Ruapotaka Marae and Orakei</p>

		<p>ease voting in familiar places and seeing Māori faces.</p> <p>Tamaki electorate will continue to support new initiatives for providing services to Māori. We will persist to build on the relationships from 2020 election with local advisors and community groups. Assess if there are places of significance for Māori in Tamaki Electorate. If there are networks of whanau that would be willing to work in areas with high populations of Māori or if there is a need to look at different hours of operating a voting place in these areas to accommodate whanau.</p> <p>Glen Innes has been identified as one of the priority communities for Māori in Tamaki Electorate. Regional Advisor [REDACTED] has done some great work building relationships with local marae, and local advisors [REDACTED] and [REDACTED].</p>	<p>Marae. Creating relationships with Māori leaders and youth. Recommend building relationships with local youth and elders during training period- having a BBQ that can be hosted at the Marae. Reach out to local Catholic churches - St Pius in Glen Innes. Targeted local adverting plan in priority communities such as at the Te Oro night markets in Glen Innes.</p> <p>New school in Glen Innes St Pius X will be a voting place for the first time. This new school is connected to St Pius Church.</p>
8	<p>What specialist services do you need to deliver in your electorate?</p>	<p>Tamaki Electorate has a high number of voters over the retirement age of 65 (22%). There are 8000 voters over the age of 70+ which is comparably a high number in the Auckland South electorates.</p> <p>There are 8 Rest homes in the Electorate</p>	<p>Mobile teams will need to meet the needs of this age group, particularly those in rest homes/aged care.</p>

<p>9</p>	<p>Where and what shared electorate voting will be offered to meet the demand of voters?</p>	<p>People in Tamaki electorate vote in their own electorate with only a small percentage voting outside the electorate. Those choosing to vote outside the electorate do so in neighbouring electorate voting sites. Voting sites that are close to the boundary of other neighbouring electorate will require to off shared votes. For example, Remuera Baptist Church had very high number of votes for the Epsom electorate as it was located on a main road close to the Epsom border. Thus, shared votes for neighbouring electorate must be made available for site close to neighbouring electorates.</p> <p><b>The Māori electorate for Tamaki is Tamaki Makaurau.</b> Tamaki's neighbouring electorates all fall under Tamaki Makaurau for their Māori electorate.</p> <p>Tamaki electorate will offer shared electorate voting for –</p> <p><b>Panmure-Otahuhu</b>          Tamaki college est 20          Ruapotaka Marae est 607          Pak'nSave Glen Innes est 285          Auckland Netball Centre est 60          Stonefield School est 20          Remuera Baptist church est 101</p>	<p>Any new site located close to the Tamaki boarder will need to assess to offer shared electorate for Tamaki.</p> <p><b>Electorate that required to provide shared electorate for Tamaki.</b></p> <p><b>Auckland Central –</b>          Pioneer Women's Hall est.270          Auckland University Student Association est. 200          AUT est 250          Auckland Hospital est.102          Auckland High Court est 40 (ED only)          Atrium on Elliot est.260</p> <p><b>Panmure -Otahuhu</b>          Panmure Library est 174          Mt Wellington Bowls est50          Point England Primary School est 147          Salvation Army Community Centre est 30          Tamaki Primary School</p> <p><b>Epsom</b>          Newmarket Mall x2          St Aidan's Intermediate School          St Mark's Church Hall          Parnell District School Hall          Somerville Presbyterian Church and Community Centre          Remuera Intermediate School          St Aidan's Anglican Church Hall          Parnell Community Centre</p>
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Hours of service			
10	When and where should hours of voting services be offered?	In the 2020 election voting place hours were offered for advance voting everyday 9am-530pm leading up to election day with some places offering extended hours to 7pm to meet the needs of workers wanting to vote after work. More hours and location were offered to mitigate the covid pandemic so that voters were spread out over location and time.	<b>Higher number of predicted advance voting will require Tamaki Electorate to continue to provide the same or additional hours than the previous 2020 election.</b> Tamaki Electorate has a high number of high employment rate, thus opening hours will need to accommodate their needs for having voting sites opening late nights so they have the option of voting after work.

		<p>In 2020 Tamaki Electorate offered 14 advance voting place (827 hours) and 20 voting day (200) places with a total of 1027 hours.</p> <p>In 2020 election Tamaki saw a higher percentage than the national average for advance voting.</p> <p>The Electoral Commission prediction for 2023 election nationally - 75% of voters casting their votes during advance voting and 40% on election day. The estimations for Tamaki Electorate – 73.7% for advance voting and 26.28% for election day.</p> <p>The EC satisfaction Survey observed that 42%of voting occurred before 12pm. 42% of voting also took place between 12pm-2pm, with a peak occurring between 12pm-12.59pm. Voters were less likely to vote later in the day.</p> <p>18–29-year-olds were more likely to vote between 12-12.59pm (30% versus 15% aged 30+), whereas those aged 30-49 were more likely to have voted before 10am. Māori were also more likely to vote between 12pm -12.59pm (29% versus 17%for non-Māori).</p>	<p>The Electoral Commission survey results show that voters are more likely to vote in the morning and midday. Staff numbers and hours will need to be adjusted to meet predicted demand.</p> <p>Voting places in GI with significant number of Māori voters and younger voters need to ensure that voting places are staffed appropriately to meet Māori Voter’s preferences.</p>
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<p>11</p>	<p>How will you provide a consistent service?</p>	<p>In 2020 Tamaki offered 14 advance voting places (827 hours) and 20 voting day places (200 hours) with a total of 1027 hours.</p> <ul style="list-style-type: none"> <li>- 7 locations were open for the entire voting service in 2020.</li> <li>- 14 locations were open for advance period and voting day in 2020.</li> <li>- 6 locations were open election day only in 2020.</li> </ul> <p>Auckland Netball Centre was closed Monday and Wednesday at the 2020 election. Considerations for opening everyday will be made to maintain consistency of service. Additionally, St Johns College which was only open a few days last election, will be opening every day during advance voting in 2023 as nearby Meadowbank Community Centre will not be available for advance voting.</p> <p>In 2017 24 voting places were offered, and 8 advanced voting places.</p> <p>For 2023, all schools will be available for voting day only.</p>	<p>Tamaki electorate will be offering <b>9 locations for advance voting period and 24 for election day.</b> (Note: Remuera Baptist Church will not open on Sunday due to Sunday service).</p> <p>More advance voting place will be possible these elections as a result of covid restricted being removed and schools are not being required for advance voting services. Collaboration with key partners have opened new opportunities to offer services in high foot traffic area.</p> <p>Auckland Netball, Tamaki Ex Services Association Hall and St Thomas church will not to open every day during advance voting due to budget constraints.</p> <p>The following location below will be available everyday during advance voting. They cover each of the main areas in Tamaki electorate and is well spread out. This will ensure consistency within the electorate.</p> <ul style="list-style-type: none"> <li>- St Heliers Church &amp; Community Centre</li> <li>- Glen Innes Pak'nSave</li> <li>- Orakei Community Centre</li> <li>- Remuera Baptist Church</li> <li>- Ruapotaka Marae</li> <li>- St Johns College</li> </ul>
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<p>12</p>	<p>When and where should extended hours of voting services be offered?</p> <ul style="list-style-type: none"> <li>• early morning</li> <li>• late nights</li> </ul>	<p>Evening hours will be offered in 2020 elections at several advance voting sites. The evening hours were popular with voters. Tamaki Electorate has a high employment rate with many employed on a Monday – Friday, 9-5pm work timetable.</p> <p>No early morning voting places were provided (before working hours of 9am) at the 2020 election.</p>	<p>Evening hours will be offered for a couple of evenings at all advance voting site. This will meet demand of voters wanting to vote after work.</p> <p>Key partnership voting location Pak’nSave Glen Innes will offer hours that will coincide with the supermarket opening hours 9-7pm. The extended hours will capture any voters that can only vote in the early hours or late evening.</p>
<p>13</p>	<p>When and where should weekend hours of voting services be offered?</p>	<p>All schools will be available for election day only.</p> <p>All advanced voting locations will offer weekend voting services.</p> <p>Tamaki Electorate has a high employment rate with many employed on a Monday – Friday work timetable, thus many voters will find having voting services available on weekends convenient.</p> <p>Tamaki has a young population, particularly the high priority area Glen Innes where there are many youths and first-time voters. Voting services on weekends will be more convenient, particularly for those in tertiary studies.</p> <p>Some churches are only able to open for shorter hours or not at all on Sundays.</p>	<p>All advanced voting locations will offer weekend hours.</p> <ul style="list-style-type: none"> <li>- St Thomas Church</li> <li>- St Heliers Church &amp; Community Centre (can only open after 12noon on Sunday)</li> <li>- Tamaki Ex Services Association Hall</li> <li>- Glen Innes Community Centre</li> <li>- Orakei Community Centre</li> <li>- Auckland Netball Centre</li> <li>- Remuera Baptist Church (cannot open on Sunday)</li> <li>- St Johns college</li> <li>- Glen Innes Pak’nSave</li> </ul> <p><b>NOTE: Previous GE2020 Tamaki Electorate plan is missing. All information and references are from dashboard, regional plan, local knowledge, and Electoral Profile.</b></p>

## 2.5 Hubs and secure storage

Use this section to think and plan how your electorate may use a hub and/or secure storage (if applicable). Refer to section 5 of Chapter 4 in the operations manual when completing this section.

██████████ - EC Regional security and resilience Advisor. Recommend overnight Storage at Storage King in Remuera for all AVP.

Secure storage at Storage King Remuera will be used. There are sufficient security cameras and alarm in place. Storage will be easily accessible/secure for VPM.

Overnight Storage- Lockable room will require changing the locks to approve zone 4 locks

### 3 Planning your voting services

Based on identified gaps/improvements, detail potential voting places to consider.

#### 3.1 Partnership locations

National Office has worked with key partners around New Zealand to identify locations for advance and Election Day voting places. The partnership locations identified for you are:

Place	Address	Partner organisation
Pak 'n Save Glenn Innes	182 Apirana Ave, Glen Innes	Foodstuffs

#### 3.2 Other locations

Advance and Election Day voting places need to be delivered in the geographic locations listed below, in addition to the partnership locations. Voting services might be delivered in the sites listed below.

Locations	Possible sites
Kohimarama	<b>St Thomas's Church</b> – 368 Kohimarama Rd
	<b>Eastridge Shopping Centre (or Eastridge New World)</b>
	<b>Kohimarama Presbyterian Church</b> - 34 Kohimarama Rd
	<b>Selwyn College/ Barfoot &amp; Thompson Stadium</b> 203-245 Kohimarama Road, Kohimarama
	<b>St Thomas's School</b> - 113 Allum St
	<b>Kohimarama School</b> – 112 Kohimarama Rd
St Heliers	<b>St Heliers Church &amp; Community Centre</b> - 100 St Heliers Bay Rd.
	<b>Tamaki Ex Services Association Hall</b> – 19 Turua St
	<b>St Heliers School</b> – 126-160 St Heliers Bay Rd
St Johns	<b>Auckland Netball Centre</b> – 7 Alison Ferguson Dr
	<b>St John's College, Wesley Hall</b> – 202-210 St Johns Rd
Meadowbank	<b>Meadowbank Community Centre</b> – 29 St Johns Rd
	<b>Meadowbank Shopping Centre</b>
	<b>Remuera Baptist Church</b> - 641 Remuera Rd
	<b>Meadowbank School</b> – 68 Waiatarua Rd
Glendowie	<b>Glendowie Primary School</b> - 217 Riddell Rd
	<b>Churchill Park School</b> – Kinsale Av.

	<b>Glen Taylor School</b> – 172 West Tamaki Rd
	<b>Sacred Heart College</b> – Gate 1 Crossfield Rd
Mission Bay	<b>5 Knots</b> - 30 Tamaki Drive
	<b>Patterson Guide Hall</b> – 87 Patterson Ave
Orakei	<b>Orakei Community Centre</b> – 156 Kepa Rd
	<b>Orakei Marae</b> - 59B Kitemoana Street, Orakei, Auckland 1071
	<b>Orakei Primary School</b> – 1 Grace St
	<b>St Joseph</b> – 16 Brenton Place
Glen Innes	<b>Glen Innes Community Centre</b> – 96 Line Rd
	<b>Pak 'n Save</b> – Glen Innes
	<b>Tamaki College</b> – 109-115 Taniwha St
	<b>Glen Innes School</b> – 38 -42 Eastview Rd
	<b>St Pius X School</b> - 103 Castledine Crescent, Glen Innes Auckland 1072
	<b>Ruapotaka Marae</b> - 106 Line Road, Glen Innes, Auckland
Stonefield	<b>Stonefield School</b> – 81 Tihi St

### 3.3 Other services

Voting services need to be delivered to the following organisations, institutions, groups, remote communities or at the following public events.

<b>Organisation, institution, groups and public events</b>	<b>Type of service required</b>
N/A	

### 3.4 Other teams

Voting team services need to be delivered to the following organisations: care homes, hospitals, prisons, defence forces.

	Email	Contact	Phone	Address	team	Estimated votes
<b>Rest Home team</b>						
St Andrews Village				207 Riddell Rd, Glendowie, Auckland		2 45-50 beds
Shalom Court Resthome				169 Saint Johns Road, St Johns, Auckland		24-26 residents 2
Eastcliffe on Orakei				217 Kupe Street, Orakei, Auckland, 1071		28 Aged Care beds 2
Meadowbank Village Care Centre				148 Meadowbank Rd, Meadowbank, Auckland 1072		1 64
Waimarie Private Hospital		( will call back) emailed		9 Waiataru Road Remuera Auckland 1050		1 34
Kensington House				57 Richard Farrell Avenue, Remuera, Auckland 1050		32 -70 residents 2
Remuera Care Home		(business manager)		10 Gerard Way, St Johns, Auckland 1072		2 43 beds
Grace Joel Retirement Village		(village manager) -		184 Saint Heliers Bay Road, St Heliers, Auckland 1071		1 104 beds-

### 3.5 Planning

To complete the assessment of all potential voting places, you will need to plan how you complete these by end of April.

Area	Number of potential voting places	Time required	Resources required	Completed by
Glen Innes	4	6 hr		April 10th
Kohimarama	3	5hrs		March 22nd
Orakei	2	2hrs		March 23 <sup>rd</sup>
St John	2	3hrs		March 25 <sup>th</sup>
Glendowie	4	6hr		March 26 <sup>th</sup>
Meadowbank	2	3hr		April 4 <sup>th</sup>
Mission Bay	1	2hr		March 23 <sup>rd</sup>
Stonefield	1	1hr		March 29 <sup>th</sup>

### 3.6 Key contacts

To enable your electorate to deliver services, you will need to build strong relationships with key service providers. E.g., Mainfreight.

Organisation	Name	Email	Contact number
Auckland Council	[REDACTED]	[REDACTED]	[REDACTED]
Oyster group-property	[REDACTED]	[REDACTED]	[REDACTED]
Auckland Library	[REDACTED]	[REDACTED]	[REDACTED]
ALSCO	[REDACTED]	[REDACTED]	[REDACTED]
CAB Glen Innes	[REDACTED]	[REDACTED]	[REDACTED]
Community advisor Tamaki	[REDACTED]	[REDACTED]	[REDACTED]
Community advisor Tamaki	[REDACTED]	[REDACTED]	[REDACTED]
Spotless	[REDACTED]	[REDACTED]	[REDACTED]
Orakei Marae	[REDACTED] [REDACTED] [REDACTED] [REDACTED] <b>Marae Manager</b>	[REDACTED] [REDACTED] [REDACTED]	[REDACTED]
Ruapotaka Marae	[REDACTED] [REDACTED] recruitment	[REDACTED] [REDACTED]	[REDACTED] [REDACTED]
Glen Innes Family Centre	[REDACTED]	[REDACTED]	[REDACTED]
Mainfreight	[REDACTED] [REDACTED] [REDACTED]	[REDACTED] [REDACTED] necessarily primary contact) [REDACTED] Auckland Mainfreight [REDACTED] Auckland Mainfreight	[REDACTED] [REDACTED]
Police	John Cransfield Head of response and recovery Auckland	[REDACTED]	[REDACTED]
Security	Allied Security	[REDACTED], Auckland Operations - [REDACTED]	[REDACTED]

## 4 Confirming your voting service

### 4.1 Finalising your voting service

Use this table to record the outcome of your decision and the rationale behind your decision.

Site name	Outcome	Why
Kohimarama School	Suitable for ED	Well situated, known in the community, near main busy road. Busy voting place in 2020.
Glendowie Primary School	Suitable for ED	Well situated, known in the community. Busy voting place in 2020.
Selwyn College/Barfoot & Thompson Stadium	Not Suitable for AV & ED	Not available for public access during school hours. St Thomas across the road has been used in the past for ED therefore Selwyn will not be used for ED. Its too close together
St Heliers School	Suitable for ED	Well situated, known in the community. Busy voting place in 2020.
St Thomas's School	Suitable for ED	Well situated, known in the community, near main busy road. Busy voting place in 2020.
Glen Taylor School	Suitable for ED	Well situated, known in the community, high target area.
Sacred Heart College	Suitable for ED	Good drive on access, plenty of parking, well situated and known in the community.
Glen Innes School	Suitable for ED	Well situated, high target area, nearby shops.
5 Knots	Not available	Never replied
Orakei Primary School	Suitable for ED	Well situated, known in the community, near main busy road. Busy voting place in 2020.
Meadowbank Community Centre	Not available	Will be undergoing full renovations during election period.
St Thomas Tamaki Church	Suitable for ED & AV	Well situated, known in the community, on main busy road. Busy voting place in 2020.
Stonefields School	Suitable for ED	Well situated, known in the community. Busy voting site in 2017
Remuera Baptist Church	Suitable for ED & AV	Well situated, known in the community, on main busy road. Busy voting place in 2020.
Churchill Park School	Suitable for ED	Known in the local community, plenty of parking. Good voting site in 2020

Meadowbank School	Suitable for ED	Well situated, known in the community. Busy voting site in 2017
Tamaki College	Suitable for ED	Well situated, known in the community, high target area.
St Heliers Church & Community Centre	Suitable for ED & AV	Well situated, known in the community, on main busy road. Busy voting place in 2020.
Meadowbank Shopping Centre	Not Available	No space available
Auckland Netball Centre	Suitable for AV	Well situated, known in the community, plenty of parking, on main busy road. Busy voting place in 2020. Due to budget constraints this site will not be available for election Day.
Tamaki Ex Services Association Hall	Suitable for ED	Well situated, known in the community, plenty of parking, on main busy road. Busy voting place in 2020. Due to budget constraints this site will not be available for advance voting
Orakei Community Centre	Suitable for ED & AV	Well situated, known in the community, plenty of parking, on main busy road. Busy voting place in 2020.
Eastridge Shopping Centre (or Eastridge New World)	Not Available	No space available
Glen Innes Community Centre	Not being used	Glen Innes Community Centre will not be used as Raupotaka Marae which is next door will be used instead. A new voting place Pak'nSave Glen Innes is just down the road also. Budget constraints has meant we cannot have the community Centre also.
St Joseph School	Suitable for ED	Known in the local community, plenty of parking. High priority area. Good voting site in 2020
St Johns Theoretical College	Suitable for ED & AV	Well situated, known in the community, plenty of parking, on main busy road. Busy voting place in 2020. Close to Meadowbank Community Centre- which will not be available this election.
Patterson's Guide Hall	Suitable for ED	Known in the local community, plenty of parking. Good voting site in 2020
Pak'nSave Glen Innes	Suitable for ED & AV	Pak'nSave Glen Innes attract around 50,000 shoppers a week. A high foot traffic and high priority location. Plenty of parking and a key partnership location.
Orakei Marae	Suitable for ED & AV	High priority area. Secure site. Well known in the community
Raupotaka Marae	Suitable for ED & Av	High priority area. Secure site. Well known in the community. Next door to Glen Innes Community Centre, a previously busy voting place.

Kohimarama Presbyterian Church	Not Available	
St Pius X School	Suitable for ED	Situating in a high priority area with many pacific island students and family. This new school is also connected with the neighbouring St Pius Church which has a large following.

## 4.2 Identifying your approach to meeting your recruitment needs

Refer to Section 6.2 of Chapter 4 in the operations manual to complete this section.

Identified issue or target employment group	Strategy
<p>Voting team should reflect diversity and demography of the area where voting place is located</p>	<p>In addition to the advertisement that National Office posts through traditional and electronic channels, we can also utilise contacts with government, community groups and Advisors to spread key messages and have a bit of push on recruitment with employment target groups, if needed:</p> <ul style="list-style-type: none"> <li>• Office of Ethnic Communities, Department of Internal Affairs (OEC)</li> <li>• Ministry of Business, Innovation and Employment (MBIE)</li> <li>• CNSST Foundation (formerly known as Chinese New Settlers Services Trust)</li> <li>• Local Māori Advisors Relationship with Tamaki Community advisor [REDACTED]. He has strong relationship with the two marae in Tamaki Electorate. [REDACTED] will assist in connections with local Māori and Pacifica community.</li> <li>• Māori wardens</li> <li>• Marae</li> <li>• Work and Income, MSD (by establishing connection through their employment brokers)</li> <li>• Connections have been made with <b>Senior community advisors</b> [REDACTED] and community advisor [REDACTED]. They have a lot of knowledge and connections particularly within our ethnic community. They will assist in connecting with local Asian communities and key groups.</li> <li>• Electoral Commissions Community Engagement teams</li> <li>• The Registrar of Electors also work with several key contacts from strategic partners and from both large and small local community groups.</li> </ul>
<p>Youth as a target group for election day and post-election employment</p>	<p>Approach secondary schools, universities, ITOs, PTEs and youth groups within electorate and surrounding areas to spread key messages on recruitment. Key schools include Tamaki College, Selwyn College, Sacred Heart College.</p> <p>Request assistance of the Registrar of Electors to share key messages at network meetings that targets the youth.</p>

<p>CALD (Culturally and language diverse) community as a target group for employment</p>	<p>Utilise list of government and community groups who can assist in spreading our key messages on recruitment.</p> <p>Request assistance of the Registrar of Electors to share key messages at network meetings that targets the CALD community.</p> <p>‘Paper’ application as an option when recruiting staff that are limited by technology or language/written skills. Mainly in areas where there are CALD target groups.</p>
<p>Recruitment of a large number of staff for a short period of time</p>	<p>All schools and retirement villages will promote recruitment and efforts are being made across electorates to reach out to local organisations, ethnic networks and associations and local marae while at a regional level, connections are being made through MSD, MIT and using community advocates.</p> <p>Clear and concise text should go out to networks. In-language versions of messages, if available from National Office, will be beneficial for certain groups.</p>

## 5 Building your electorate team

Refer to Section 7 of Chapter 4 in the operations manual to complete this section.

Building a successful, diverse and hardworking team will be crucial to the success of the election for 2023 for Tamaki. The following Factors will be key in the strategy to achieve this while upholding the commission's values at all times.

### **Establishing and reinforce the right Culture.**

To build a diverse team, it's important to create a culture that is inclusive of all backgrounds and experiences. Be guided by the commissions diversity and inclusion policy. Provide equal opportunities and encourage open Communication. Be honest, open and take time to build connection through activities designed to get to know one another. I will lead this by example and share my own life, interests, cooking, hobbies in order to forge connections with my HQ managers and staff and always ensure there is an open door for those who need to talk or share their concerns.

### **Maintain Clear and open communication.**

This will be built by understanding how people best communicate and they are best communicated with. Once HQ managers and HQ support staff are recruited, we will have daily catchup (can be short or long) to touch base and weekly meetings. Have a Teams chat group set up. Make sure there is an all staff contact list for easy reference to the right personnel.

We will also work closely with Maungakiekie HQ managers and Electorate managers as we will be sharing an HQ building and will require quick communication in the lead up to and post-election.

### **Transparency**

Tamaki Electorate as well as the Electoral Commission needs to prioritize transparency within its team. By doing so, we can build a culture of trust among the staff and public that demonstrate faith and trust of the Electoral Commission and the General Election.

We need to ensure staff raise issues when mistake happens. It is much easier to fix any mistakes or issues as they arise due to an honest and open culture rather than finding out later and belatedly trying to fix something that may have had flow on adverse effects through the team, HQ or election itself.

Ensure all staff clearly understand their roles and responsibility.

All issues should be escalated up to either the HQ or EM managers promptly to ensure careful handling, mitigation and review can be completed by whomever is responsible.

### **Reward and recognition**

Reward and recognition are important factors for maintain a motivated and high-performing team. We will make a conscious effort to celebrate individual and group successes. Whether it's through verbal praise individually or at the weekly team meeting we want our team to feel appreciated for their hard work and dedication. We will also identify candidate that perform well and will be suitable for extra/other roles during the election period. By highlighting accomplishments in this way, we aim to cultivate a culture of positivity and encouragement where staff will feel valued and motivated to delivering successful election.

## 6 Risks

Refer to section 8 of Chapter 4 in the operations manual, the eLearning risk module, and the risk register template. List any risks with a rating score of 12 or more, and any that require significant budget or time to manage.

Your Regional Manager will discuss any further mitigation needed with you.

- There are insufficient or poor-quality applicants for the manager roles, then there may be delay in appointing someone to the position or need to re-advertise.
- Securing 'ideal' advance voting place locations is difficult, then advance voting places may be confirmed late or located in non-ideal locations.
- Not enough people apply to work at the election, then services are unable to be delivered to the quality/time standards/volume planned.
- A flood or incident closes a key road between the HQ and voting places, then supplies can't be delivered.
- Voting materials are lost or mixed up with shared HQ Maungakiekie, then trust is breached, processes or services are delayed.
- Safety for staff in areas with many undesirable people outside voting place, staff will feel unsafe, intimidated, and voting places maybe compromised with unwanted conduct taking place inside voting sites.
- The voting place is broken into, then there maybe theft or damage to equipment and materials.

## 7 Review

Refer to section 9 of Chapter 4 in the operations manual to complete this section.

Subject	Feedback
Headquarters	<ul style="list-style-type: none"> <li>- Tamaki Electorate shared HQ with Maungakiekie Electorate. This worked well as we saved on sharing the cost for cleaning and hygiene services, receptionist etc. We were able to help each electorate out if we were short on staff and get quick support for any issues or question that arose. The LSM and RRM found it useful to work together on some tasks and found the support valuable.</li> <li>- Procurement for HQ setup was smooth as the previous tenant on sold their desk, chairs, cabinets etc. to us.</li> <li>- Tamaki HQ had a very large open space, which made it easy to partition and change the layout to fit the need for each stage of the election period. The obstacle to the open space was not being able to have two large groups for training. We had to utilise the small meeting room for the 2<sup>nd</sup> training group which only comfortably fit 6- 7 people. We also had to be conscious of noise in HQ during the count.</li> <li>- Lack of parking for general staff and contractors was an ongoing issue. It made it difficult for interviews and subsequently attract staff. The building did not have public access into the building afterhours. As a result when interviews, training and delivery were conducted afterhours we required extra personnel to let someone into the building and another person to swipe up the lift, and also someone to swap into HQ.</li> </ul>
Selection of voting services	<p>Total home electorate votes and special votes results were similar with 2020 and a significant growth compared to 2017 with <b>39306 votes cast in 2023</b>. Tamaki electorate saw a high number of overseas voters 2360 votes overseas. This resulting in the total votes issued for <b>Tamaki electorate 42047</b>.</p> <p>The locations of voting services for 2023 successfully met the needs of voters in Tamaki electorate. There was a good spread of voting places, especially with the addition of voting services in the supermarket, maraes, and new</p>

	<p>schools. The new polling booths attracted many new first-time voters, particularly at Pak’nSave Glen Innes. Tamaki saw 3511 number of enrolments and a significant number of special votes as a result (7615). The hours and times offered in Tamaki Electorate was appropriate. Late night was a success at Pak’nsave, St Heliers Church, St Thomas Church, and St John’s College. However, for next election it is recommended for Ruapotaka Marae, Orakei Marae and Auckland Netball Centre to be open only for the weekend and election day. There were low number of voters during the weekdays in those locations. Only half the estimated number of voters turned up at the marae.</p> <ul style="list-style-type: none"> <li>- <b>St Heliers Church</b> had a very high number if voters and at times long queues. We worked to ensure we had extra staff at St Heliers church as we identified early on that voters from nearby Tamaki Ex Service Hall (we could not hire for AV due to limited budget) last election would go to St Heliers Church this election and they would be busy. If budget allows, I highly recommend having Tamaki Ex Service Hall for advance voting next election. This will alleviate the pressure.</li> <li>- <b>Pak’nSave Glen Innes</b> was open two late nights a week. Both late nights were busy. More late nights would be recommended as there were queues close to closing time on the Friday and Saturday evenings also. Additionally, I also recommend offering more shared electorate voting. Pak’nSave issued many special votes for Maungakiekie, Botany, Epsom, and Pakuranga as these shared electorates were initially not offered. We had assumed that we did not need to offer these shared as they had a Pak’nSave in their electorate so we would not see voters from those electorate in Pak’nSave Glen Innes. We managed to add these shared electorate during AV, but some were added too late.</li> <li>- <b>Remuera Baptist Church</b> was a little quieter than estimated. With the closure of Meadowbank Community Centre for renovation we had predicted voters would go to Remuera Baptist. Nonetheless, voters preferred to go to St John’s College and other neighbouring VP in Epsom and Maungakiekie. St John’s College had a great turnout thanks to the plentiful parking on site. I recommend having Remuera Baptist for only 1 week prior to ED (the hire cost was very high).</li> </ul>
<p>Recruitment</p>	<ul style="list-style-type: none"> <li>- It was challenging from the beginning, as RRM started after applications were open and did not have sufficient time to prepare for interviews. RRM needed to be onboarded much earlier. The application process was difficult to navigate, and we lost many applicants who applied for Tamaki but did not live in our</li> </ul>

	<p>electorate (applicants thought they were applying for Tamaki Makaurau). There was lukewarm interest to begin with.</p> <ul style="list-style-type: none"><li>- Snaphire was effective when it came down to reducing paperwork, having quick access to applicant list, and populating emails. However, because the process was flawed and did not marry well with Snaphire many issues arose. To begin with, EM did not have recruitment logins. Visibility between regions created issues where we could not view if an applicant had applied in Auckland North region, and other regions were able to ‘accidentally’ move applicants in Tamaki’s bucket, and committing applicants to child jobs and not being able to move them between roles. Reference checking everyone took too so much time. Paper applicants upload and processing was very time consuming. Additionally, the RRM spent too much time assisting applicant through the processes, from applying to onboarding to training. The system and processes were too complicated and flawed. RRM should have access to change buckets, child jobs, generate letters if missed.</li><li>- We struggled to find staff wanting to work in HQ initially. We required help from neighbouring electorate to fill HQ support role. We began with a small team and built up as need required. This kept our budget low to begin with.</li><li>- We used the local rowing club to help assist with the bulk deliveries for Tamaki and Mangakiekie. The delivery ran smoothly and efficiently.</li><li>- Working with voting places to help recruit staff was invaluable to ensure we found enough staff and the most appropriate fit that reflected the community. Schools and churches were happy to reach out to their teachers and community to work on election day.</li><li>- We did not have trouble attracting VP staff. Particularly VPM. The age demographics for Tamaki electorate were mostly in the 55+ age range, very experienced and qualified for the VPM role.</li></ul>
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	<ul style="list-style-type: none"> <li>- However, the VA role proved to be troublesome. It took some time to attract a younger demographic of staff through reaching out to schools and university. We hired 62 VA and 24 had dropped out for various reasons.</li> <li>- During the interview process we created a separate survey to gauge where people wanted to work and which days. This was very help when it came to rostering and planning where staff would be best placed.</li> <li>- We detected that we were short on Chinese Mandarin and Cantonese speakers for voting places that we identified needing representation. Botany electorate had a surplus of applicants particularly Chinese speakers, so they were able to assist in transferring applicants to us to fill our gaps.</li> <li>- We decide to hire staff for ISIO role rather than pigeonhole them into certain issuing roles such as only ordinary issuing officer. We were able to replace staff where required with ease without being limited because the staff were not trained in other issuing roles. This proved to be very useful as we had many withdrawals and changes to the roster.</li> <li>- We struggled to fill roles at Ruapotaka Marae and Orakei Marae. Communications with the VP were slow to begin with. I reached out to community engagement, Moari advisors and VP contacts to assist. We concluded a recruitment drive at Orakei Marea was required to assist applicants to apply and interview in an environment they were comfortable in. We offered paper applications at both maraes; this method attracted more interest. There were issues to having staff onboard that were connected to the marae. When dispute arose, it was difficult to resolve the matter without it causing a mammoth problem and jeopardizing the operation of the voting place. ‘You need to understand that we run things differently at the marae’ was the comment received when we tried to address how things were ran. A review is required with how to approach staffing at maraes next election so that management of the VP is followed correctly.</li> <li>- Community engagement personnel were utilised in busy VP as VAs. Next election it would be beneficial to have the community engagement staff trained in issuing votes and access to the E-roll.</li> </ul>
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Logistics and supplies	<ul style="list-style-type: none"> <li>- Logistics plan was adjusted several weeks out from the beginning of advance voting because of new security measures and guidelines. Tamaki electorate opted for a storage hub for all the voting places during advance voting barre Auckland Netball (they had a secure room). This option meant a smooth delivery and pick up of supplies at the end and start of the day.</li> <li>- We managed the equipment and supplies well with the hire van. We could easily drop off supplies for VP that required equipment to be delivered from HQ and needing clearing out on ED night.</li> <li>- The supplies from NO were inconsistent to what was ordered or required. This caused delay and extra work when it came to packing. We were required to spend money to get supplies such as cable ties, thumb knob, calculators etc. Additionally, NO did not provide enough training materials and were slow in responding to our request for more initially until the issue was escalated to our RM.</li> <li>- Voting places were not happy about holding equipment for over 6 weeks out from election day. We also found that many of the VP no longer supply coffee, tea, and milk so we had to supply those ourselves. This should be a question asked when we do our Voting Place assessment forms.</li> <li>- We had a mobile support meeting at 2pm each day in HQ during advance voting and the voting services manager had a chat group for MS team. As a result, MS could restock the supplies they needed or communicate easily if there was shortage of supplies at VP. We could easily determine who was best to restoke and if emergency arose, HQ staff could be sent out to help replenish supplies. Tamaki electorate managed the supplies well for all the VP.</li> </ul>
HQ operations	Many of the HQ staff were hired as HQ support. Rather than being HQ support for logistics or RRM. We were able to utilise staff where work was required initially. Either helping with recruitment and interviews initially and packing

	<p>and ballot paper checking with logistics. We were then than able to gauge who would be best to be promoted to team leader or transition to other roles.</p>
<p>Training</p>	<ul style="list-style-type: none"> <li>- We initially hired 4 trainers, however 1 trainer had to drop out. We utilized our HQ staff to assist the trainers to unsure we could still train smoothly.</li> <li>- Each electorate trainer had their own unique style of presentation. Trainers were paired up based on their strengths and the kind of energy they can bring to the training session. Practice session delivered to the HQ team proved to be very beneficial for both trainers and staff.</li> <li>- Briefing to the Voting Place Managers by the EM or VSM and LSM immediately after training provided clarity to what was covered during the session and what to expect moving forward. Some of the topics covered were -Factors unique to each voting place, security and storage, Similarities/differences on the management of an advance and e-day voting places, new guidelines for scrutineers at voting places, Levels of escalation and any questions and concerns.</li> <li>- We utilised trainers and rehired them as Mobile Support. With their extensive knowledge on all the roles this was great support to the VPM in addition to the relationship they have already formed from the training period.</li> <li>- We had the new VPM observe the reconciliation process the day before they started from VPs that were already open to help ensure reconciliation was done correctly as we noticed many difficulties and confusion with the new online reconciliation app in the first few days. Recommendation for more training and focus for reconciliation for VPM next election</li> </ul>
<p>Rostering and communications</p>	<ul style="list-style-type: none"> <li>- The voting place roster was constantly altered and updated. We had anticipated this with the shortage of staff in the labour market. We saw many staff dropping out dry to various reason, from being sick to finding full time work. There were movements of staff from quiet VP to busy VP and additional VA for busy voting places. This election we saw a higher number of special votes and enrolments and technical issues with the E-roll. There were many changes to the roster and fortunately we had hired much more staff than EMS had allocated to insure we would manage this.</li> </ul>

	<ul style="list-style-type: none"> <li>- The RRM said it was difficult at time communicating to VP staff as emails were not seen, received or went to junk mail. VSM checked with MS to ensure all the VPM had adequate staff each day.</li> <li>- Voting service were communicated efficiently through emails, social media, and posters.</li> </ul>
<p>Voting period</p>	<ul style="list-style-type: none"> <li>- The first week of the voting period was slow. Only Pak’nSave and St Heliers Church were busy in the first week. This worked in our favour as we had only 6 VP open in the first week and 3 more starting on the first Saturday. The staggered start for VP opening elevated the pressure with set up and logistics and MS on the first week. ED was very busy.</li> <li>- A pouriri with the Green Party was held during advance voting next door to the voting room on the Ruapotaka Marae grounds. Although legally allowed because it is more than 10 metres door to door. There was a full media presence that we were not informed about. Billboards showing the marae support for the Moari Party were on the fence. All were deemed legally, however did not look right to the public and other parties.. They were many complaints and queries on what was happening at the marae during advance voting period. More policies and protocols with managing marae as a voting place is required. Additionally, there was an incident at Ruapotaka marae where a voter ran away with a ballot paper. We determined it was a one-off incident. This further demonstrated that security was necessary at this VP and pleased it was already in place.</li> <li>- Most candidates were well prepared in informing us of media presence.</li> <li>- There was a problematic scrutineer at Pak’nSave in Glen Innes. Due to the unconventional layout of the VP the scrutineer was asked to sit at the end of the VP near the exit door. The scrutineer did not want to be seated there, felt they were too far away, and the draft was too cold. VPM had trouble insisting they stay where they had been allocated and they also challenged whether they could be moved closer to the issuing table. EM was required to step in and seek legal advice and was supported in the decision sit the scrutineer by the exit door.</li> <li>- I also recommend offering shared for Epsom and Maungakiekie at St John’s College and St Heliers Church. We found in the first few days of voting we had high numbers of special votes for those two electorates,</li> </ul>

	<p>however we struggled to get Returns to add the shared during advance voting hence eventual low numbers as they were added in the last day of voting.</p> <ul style="list-style-type: none"> <li>- Many votes for Tamaki were taken for Tamaki at new Voting locations outside of our electorate- Sylvia Park (561 votes), Westfield mall (809) and The Warehouse on Lynn Ave (2032 votes ).</li> <li>- Three schools were new voting places. Stonefield and Meadowbank school were both very busy ED. St Pius had 157 which is a good number of voters in a high priority area. St Josph school had 47 votes, a low number so I do not recommend using this school again.</li> <li>- Tamaki also saw a high number of voters turn out on ED 39%. Remuera Baptist Church ran out of ballot papers for shared electorate Epsom on ED – the issue was rectified promptly.</li> <li>- Election day was busy with queues at Pak’nSAVE Glen Innes, St john’s College and St Heliers Church and Community Centre. They queue were managed well as we had two or three VA in place in anticipation this happening.</li> <li>- We ran out of enrolment forms and special declaration forms at several voting places. We ended up photocopying an extra 1000 enrolment forms on top of extra enrolment forms sent us. This was a result of many people not having their easy vote card and they were not found on the e-roll or the roll (some were annoyed because they were insistent, they were on the roll because they have voted in the past) not sure why people got dropped off. Pak’nSave Glen Innes had a high number of enrolments daily.</li> </ul>
<p>Post-election and completion</p>	<ul style="list-style-type: none"> <li>- Post election period was busy as there were a high number of special votes. There were delays from NO to process all the enrolments so we could progress on the special vote validation. The special votes process leader was absent on many days, a new process leader had to take over. Tamaki also saw a high number of post writ and dual vote investigations. Dual vote was still appeared right up to result day. Extraction day was delayed and many more extractions after extraction day was made due to all the delays of investigating dual votes and post writ. We require more staff than anticipated for the post-election period. The completion and return of materials were delayed to data entry review and NO wanting us to hold onto supplies unto the review was completed.</li> </ul>



# Te Atatū

## 2023 Electorate Plan for Service Delivery

This electorate plan has been broken into the following sections, covering how services will be planned:

1. Voting services expectations
2. Electorate overview
3. Planning your voting services
4. Confirming your voting service
5. Building your electorate team
6. Risks
7. Review

This plan is an integral part of the overall planning for the general election. It is based on your Regional Plan and combines with other electorate plans to provide a regional approach.

### List of changes

Version no.	Consulted with / changes made	Date
1.0	██████████ ██████████	24 May 2023
2.0		
3.0		

## 1 Voting services expectations

### **My electorate's voting services will:**

- 1** Meet the needs of the community
- 2** Be available in locations convenient to voters where they live, work and play
- 3** Prioritise Māori voters, diverse communities and target groups by providing services informed by the community
- 4** Be staffed to reflect the diversity of my local community
- 5** Offer shared electorate voting at locations where voters are expected to vote
- 6** Operate at times convenient to voters, including late nights and weekends

## 2 Electorate overview

### 2.1 Overview

Region	Auckland North	
Electorate profile	Urban	
Home Māori electorate(s)	Ta Tai Tokerau and Tāmaki Makaurau	
Neighbouring electorates	Kelston, New Lynn, Mt Albert, Kaipara Ki Mahurangi and Upper Harbour	
Shared electorates	My electorate will provide services for which other electorates voters	Which electorates will provide services for my voters
	New Lynn	Auckland Central
	Kelston	Epsom
	Upper Harbour	Kaipara Ki Mahurangi
	Kaipara Ki Mahurangi	Kelston
	Tāmaki Makaurau	New Lynn
	Te Tai Tokerau	Mt Albert
		Upper Harbour

### 2.2 Enrolment and turn-out rates

This table compares the nationwide 2020 enrolment and turn-out rates with your electorate's rates.

	Nationwide average in 2020	Your electorate in 2020	Your electorate compared to the nationwide average
Enrolment rate	94.1%	86.9%	7.2% lower than nationwide
Turn-out rate	82.2%	78.2%	4% lower than nationwide
Turn-out split (AV% vs ED%)	68/32%	73/26%	5% higher than nationwide

### 2.3 Key characteristics

Refer to the questions in section 4.3 of Chapter 4 in the operations manual when completing these questions.

Q#	Question	Identify	So what?
My electorate and how I fit into my region			
1	How does my electorate fit into the regional plan for delivering voting services?	Thought has been given to how Te Atatū would contribute to the Objectives of the Regional Plan, and the challenges and opportunities identified there for electorates. This plan will see the electorate supporting national and regional initiatives to increase voter participation, both in enrolment and turnout, and to maintain or enhance public confidence and satisfaction levels in the process.	Being in a HQ with 2 other electorates has huge benefits allowing us all to work together, and share resources and knowledge where appropriate.
2	What are the logistical challenges of my electorate's geography?	<p>Te Atatū Electorate is relatively compact and has a good roading network throughout. Employment is local as well as regional, good transport services meaning people generally have ready access to voting services.</p> <p>The main constraint to voter participation is attitude. Moving in and around The Te Atatū electorate is fairly easy, peak times, can see congestion on and around Lincoln Rd and the motorway off ramps.</p> <p>Providing for voter needs at Waitakere Hospital, and at the Henderson Police lockup, is still to be investigated</p>	<p>I don't foresee Te Atatū needing any further secure storage facilities during the AV and ED period. HQ is in an ideal physical location allowing us to easily get out to AVP's and VP's as and when needed.</p> <p>It would be beneficial to hire a van in the lead up to the AV period till the after the count period is over to support deliveries and collections.</p> <p>We have engaged [REDACTED], from Waitamata Law who has good connections withing the Maori voters and has made some great suggestions to get voter participation rates up.</p>

<p>3</p>	<p>What will my electorate need to do to recruit the most appropriate staff?</p>	<p>The timing of the election presents some challenges as it is during exams for University students and is the busy period for high school students, but we will continue to try and advertise to these groups as it may still appeal to senior students who are all prepared for exams.</p> <p>It is important that Voting Places reflect the diversity of the local community, and recruitment of staff from the Maori, Pacifica and Asian communities will be actively sought in specific areas.</p> <p>Language considerations, particularly for new NZers. Most pick up working English many who are supporting adult children with childcare arrangements may need language support at VPs.</p>	<p>Waitakere college is keen for the R&amp;R Manager to visit closer to the time to speak to the senior students, Careers and Gateway students about working at the GE.</p> <p>Unitec is also present in the electorate and could present opportunities for staffing</p> <p>Contact has already been made with [REDACTED] from the Waitemata Law to assist with engaging Maori as ED workers.</p> <p>Again, HQ with 3 electorates presents many positives with regards to sharing staff, and knowledge.</p>
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Demographic considerations			
4	<p>What is my electorate's ethnic make-up?</p>	<p>This has not changed since the last election as the last census was in 2018:</p> <p>European New Zealanders make up a majority of voters in Te Atatū, at 49%. This compared with the national figure of 74%.</p> <p>Asians (notably Chinese, Indians, Koreans and Filipinos) make up 29% (12% nationally); Pacifica 19% (7.4%); Māori 17% (15%), and MELAA 2%</p> <p>Of note, the proportion of Māori in Ranui rises to 59% (north) of this local population and Asians to 9% in similar parts of Ranui. Moving south, there is a significant Asian community in South Ranui and Summerland; 79%.</p> <p>The Swanson area has a Māori and Pacific population also, noting that on the 2020 EM's Plan he noted that this area needed to have the voting services come to them or they wont participate.</p> <p>The other area that records a significant change from the Electorate average is Henderson Valley area, where the Pacific community rises to 41% of their area.</p>	<p>It will be imperative to recruit a diverse ethnic make up for voting services, to reflect the diverse make up of the Te Atatu electorate.</p> <p>Even though some of these areas took low numbers in the last election, given the past EM's observation it would be important to keep these voting places in the Swanson, Birdwood area.</p>

5	Where are young people located?	The Electorate has a youth population of 6.3%(15-19 yr olds) 7.1% (20-24 yr olds) and 7.9% (25-29 yr olds). There is a young pocket of 30% living in the Peninsular, and in and around the border with Kelston.	We considered if a pop up at the train stations was possible, however it is a hub for youth crime and would not be a suitable location for staff to work at. And as most of these (80%) travel by private vehicle it may not prove to be as valuable
Turnout considerations			
6	What are my electorate's turnout rates?	Last election there was a 78.2% turn out rate. Turnout in the northern parts of the electorate is lower than national averages	needs promotion of the elections- locally
7	What are my electorate's enrolment rates?	Last election there was an 86.9% enrolment rate, however this is still lower than the national average.	A focus on community engagement to increase this, combined reenrolment and recruitment engagement needs further planning.

## 2.4 Voting services

Refer to the questions in section 4.4 of Chapter 4 in the operations manual when completing these questions.

Locations of service			
1	Where are the high foot traffic areas within your electorate? e.g., malls	West City Mall and the Boundary Shopping complex has high numbers of consumers visiting. WestCity mall had a significant AVP last election taking over 8000 votes during AV and a further 600 on ED.  Another very busy part of the electorate is the Lincoln Road area , there a lots of smaller complexes, but specifically by the Pak'n'Save/Mitre 10 end and then further up by the Warehouse.  Another area is the Waitakere Hospital, with staff, patients and visitors.	Positive work has progressed in this space and a site visit of a site within the mall has been completed and awaiting a lease agreement from the mall.  An AVP outside the Lincoln Rd Pak'n'Save would be an idea spot, as they have an area just outside that might be able to facilitate this and they have agreed to this.  If current covid rules allow, an AVP based at the hospital would be ideal, allowing easy voting to staff, visitors and the patients who at a time of vulnerability would ensure

		<p>Te Atatū Community Centre is a well used facility and one historically recognised by the community as a voting place</p>	<p>their democratic right to vote was upheld. [REDACTED] has progressed this, the contact person is the same for North Shore and Waitakere An initial meeting has happened and a site visit has been scheduled.</p>
2	<p>What are the major transportation routes within your electorate?</p>	<p>The Major hub at New Lynn then leads out west, via Sunnyvale, Henderson and then out to Swanson via Ranui.</p> <p>West Auckland is also on the bus routes from the city and New Lynn.</p>	<p>The train and bus stations were considered but deemed not safe work places for our staff.</p>
3	<p>What businesses and/or organisations which are significant employers in my electorate? E.g., forestry, manufacturing, large office buildings</p> <p>Note: all voting services must be accessible to the general public and not behind locked doors (excluding hospitals, care homes etc).</p>	<p>Within the Te Atatu electorate there is a Hospital, several rest care facilities, a Police Station and several retail areas. There is also the large Auckland Council building.</p>	
4	<p>What are the geographical challenges for voters in my electorate to access voting services?</p>	<p>In the far west, Swanson area voters tend not to travel out far for voting.</p>	<p>Even though voting numbers might be low, a voting place should be placed into this area as there is a high Māori Population in this area therefore a voting place has been placed at Birdwood school for this reason.</p>
5	<p>What has changed in my electorate since GE2020?</p>	<p>The boundary for the Te Atatū Electorate has not changed nor has the boundaries for Te Tai Tokerau and Tāmaki Makaurau</p>	

		<p>Overall the electorate character has remained the same, with pockets of new development in certain areas. Certain areas have also become more affordable for young families.</p> <p>There is a continued emphasis on the need to obtain higher levels of enrolments and voting.</p>	
6	Where are the high foot traffic locations and major transportation routes neighbouring my electorate?	<p>New Lynn electorate has a major transport hub (bus and train) and Lynn Mall shopping Centre. Many people park and ride and then frequent the mall on the way home.</p> <p>Upper Harbor electorate has a North West Mall and a recent addition of the Costco.</p>	Shared voting for Te Atatū should be offered in both these locations.
Services offered			
7	What voting services will be provided to meet the needs of Māori voters?	<p>Māori communities are widely over the Te Atatu electorate, most speaking English however it is important to have Māori staff in the Swanson, and Ranui areas to meet the needs of these voters.</p>	<p>We have reached out to [REDACTED] from Waitemata Law to assist with the recruitment of local Māori to staff voting places.</p> <p>The Swanson/Ranui and Te Ataū Peninsular areas have high Māori population, therefore we have placed voting places in these suburbs to cater for this community.</p> <p>Initial contact has been made with Te Kura Kaupapa Māori O Te Kōtuku to discuss if a pop up voting services would be appropriate for this community.</p> <p>In the neighbouring Kelston Electorate, there will be AV voting services offered at Hoani Waititi Marae also.</p>

8	What specialist services do you need to deliver in your electorate?	<p>Visiting teams will need to be available to the Hospital, Police Station as well as to the number of rest care facilities in the electorate.</p> <p>Work has progressed in providing a “pop up” voting service at Ranui Mosque</p>	<p>An AVP in the hospital could be quite beneficial Covid rules permitting.</p> <p>Henderson Police Station hold a remand centre, and we will making voting services available them on EDay.</p> <p>Several meetings have been had with the Ranui Mosque, and they have agreed to the use of the dining hall for a pop up voting service during Friday prayer times during AV period.</p>
9	Where and what shared electorate voting will be offered to meet the demand of voters?	Auckland Central, New Lynn, Kelston, Upper Harbour, Epsom KKM and Mt Albert would ideally offer shared for Te Atatu voters.	
Hours of service			
10	When and where should hours of voting services be offered?	Most AVP’s will be open for the standard hours	Most AVP’s will be open for the standard 9-5 hours, with malls and Pak’n’Save starting slightly later and going slightly later. They and other key AVP’s will have extended hours on Thursdays/Fridays
11	How will you provide a consistent service?	Most AVP’s will be open for the entire AV period, and onto EDay with the exception of St Giles Church	<p>Early confirmation of AVP’s and hours will allow for consistency of opening hours.</p> <p>All AVP’s will be open for the 2 week AVP period.</p>
12	<p>When and where should extended hours of voting services be offered?</p> <ul style="list-style-type: none"> <li>• early morning</li> <li>• late nights</li> </ul>	<p>West City Mall – will have weekends and extended hours on the malls late nights</p> <p>Pak’n’Save has indicated that a later start time of 10 am but a later finish of 6pm plus</p>	It is planned for a number of AVP sites to offer extended hours / Late nights and weekends to allow for hospital staff, shift workers and those people that travel outside of the electorate to

		<p>a late night will be of value based on the peak times for the store.</p> <p>Waitemata Hospital – issue till 6pm for some nights</p> <p>A selected number of AVP’s will have a Thursday late night to 7pm</p>	<p>still have opportunities for voting.</p>
13	<p>When and where should weekend hours of voting services be offered?</p>	<p>The following locations will have weekend voting services offered:</p> <p>West City Mall (2 locations)</p> <p>St Giles Church (not Sunday)</p> <p>Ranui Pacific Islanders Church (not Sunday)</p> <p>Te Pai Place</p> <p>Te Atatu Peninsular Community Centre</p> <p>Sturges West Community House</p>	<p>It is planned for a number of AVP sites to offer extended hours / Late nights and weekends to allow for those people that travel outside of the electorate to still have opportunities for voting.</p>

## 2.5 Hubs and secure storage

Use this section to think and plan how your electorate may use a hub and/or secure storage (if applicable). Refer to section 5 of Chapter 4 in the operations manual when completing this section.

We are hoping not to need this, and that the HQ will be able to accommodate storage requirements. Also the distance within the Te Atatu electorate to the HQ is not far.

### 3 Planning your voting services

Based on identified gaps/improvements, detail potential voting places to consider.

#### 3.1 Partnership locations

National Office has worked with key partners around New Zealand to identify locations for advance and Election Day voting places. The partnership locations identified for you are:

Place	Address	Partner organisation
Pak'n'Save	Lincoln Rd, Henderson	Food Stuffs
<b>DID NOT PROCEED</b>		

The Pak'n'Save on Lincoln Rd has suitable area outside just to the side of the main entrance for a portacom to be placed. This location is highly visible to patrons of Pak'n'Save, Mitre 10 Mega and to people using the main road. It is the same site that a successful covid testing was set up at during the lockdowns.

#### 3.2 Other locations

Advance and Election Day voting places need to be delivered in the geographic locations listed below, in addition to the partnership locations. Voting services might be delivered in the sites listed below.

Locations	Possible sites
Te Atatu Peninsular	Schools, church and community centre
Ranui	Ranui Pacific Islanders Church, Ranui and Swanson Schools
Henderson	Schools, College, Sports Facilities – Te Pai
Te Atatu South	St Giles Presbyterian Church and Schools.
Henderson Central	West City Mall, Waitakere Library, and schools and college
Western Heights	Sturges West Community House, and schools

#### 3.3 Other services

Voting services need to be delivered to the following organisations, institutions, groups, remote communities or at the following public events.

Organisation, institution, groups and public events	Type of service required
Ranui Mosque	Advanced Voting on either Friday before Eday as a Pop Up
Te Whanau o Waipareira	<b>Did not proceed</b>

Te Kura Kaupapa Māori O Te Kōtuku	Initial meeting has been undertaken with the school to potentially have a pop up voting service – <b>Did not proceed</b>
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### 3.4 Other teams

Voting team services need to be delivered to the following organisations: care homes, hospitals, prisons, defence forces.

Organisation	Size of service
Henderson Police Station	Mobile Team 2
Rest Homes	Mobile Team 2 plus JP
Waitakere Hospital	Mobile Team 2 plus JP

### 3.5 Planning

To complete the assessment of all potential voting places, you will need to plan how you complete these by end of April.

Area	Number of potential voting places	Time required	Resources required	Completed by
Te Atatu Peninsular	5			EM
Ranui	4			EM
Henderson	4			EM
Te Atatu South	5			EM
Henderson Central	5			EM
Western Heights	2			EM

### 3.6 Key contacts

To enable your electorate to deliver services, you will need to build strong relationships with key service providers. E.g., Mainfreight.

Organisation	Name	Email	Contact number
Main Freight			
Office Max	██████████	████████████████████	██████████
Spotless	██████████	████████████████████	██████████
Security Guards			
Portacom Supplier	Portacom ██████████	████████████████████	██████████
Hire Company - Vans	Metropolitan Rentals ██████████	████████████████████	██████████
Hire Company – Office Furniture			

Levco			
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## 4 Confirming your voting service

### 4.1 Finalising your voting service

Use this table to record the outcome of your decision and the rationale behind your decision.

Site name	Outcome	Why
Ranui Pacific Islanders Pres. Church	AVP	Target Demographic, lots of parking- note due to security – all sensitive voting materials had to be returned to HQ each night/picked up in morning
St Giles Pres. Church	AVP (only)	Central, main road, easy access, lots of parking- as above due to security all sensitive voting materials need to be returned to HQ nightly/picked up in morning
Te Atatu Peninsular Community Centre	AVP	Community Hub, attracts young and old - major community asset and takes good levels of votes
Waitakere Central Library	AVP – <b>did not proceed</b>	Close by to local Polytechnic, very central – <b>did not proceed</b>
Sturges West Community House	AVP	Community Hub, has lots of different groups frequent the facility, lots of parking.
Lincoln Rd Pak'n'Save	AVP – <b>Did not proceed</b>	Busy Hub, central to Henderson, on a busy main arterial route – <b>did not proceed</b>

Te Pai Place	AVP – established in preference to Pak’n Save	Community Hub – used previously
West City Mall	AVP- Shop	Central Location, lots of parking, will attract young and old, open extended hours,
West City Mall	AVP – Open space (near theatre escalator)	Central Location, lots of parking, will attract young and old, open extended hours,
Waitakere Hospital	AVP (only – not open ED as spec would not handle it)	Visitors and Patients and staff Meets the needs of vulnerable patients – <b>ISSUE was location – very small space in foyer of main entrance</b>
Ranui Pacific Islanders Pres. Church	ED	Target Demographic, lots of parking
Te Atatu Peninsular Community Centre	ED	Community Hub, attracts young and old
Waitakere Central Library	ED – <b>did not proceed</b>	Close by to local Polytechnic, very central – <b>did not proceed</b>
Sturges West Community House	ED	Community Hub, has lots of different groups frequent the facility, lots of parking.
Lincoln Rd Pak’n’Save	ED – <b>did not proceed (TePai)</b>	Busy Hub, central to Henderson, on a busy main arterial route – <b>did not proceed</b>
Te Pai Place	ED	Community Hub – used previously
West City Mall	ED - Shop	Central Location, lots of parking, will attract young and old, open extended hours,
<b>West City Mall</b>	ED – Open Space	Central Location, lots of parking, will attract young and old, open extended hours,
Edmonton Primary School	ED	Meets needs of local community
Flanshaw Rd School	ED	Meets needs of local community
Henderson North School	ED	Meets needs of local community

Henderson South School	ED – <b>did not proceed</b>	Meets needs of local community – <b>did not proceed</b>
Matipo Primary School	ED	Meets needs of local community
Pomaria Primary School	ED	Meets needs of local community
Rangeview Intermediate	ED	Meets needs of local community
Ranui Primary School	ED	Meets needs of local community
Rutherford Primary School	ED – <b>did not proceed</b>	Meets needs of local community – <b>did not proceed</b>
Swanson School	ED	Meets needs of local community, Target Demographic
Te Atatu Intermediate School	ED	Meets needs of local community
Tirimoana School	ED	Meets needs of local community
Waitakere College	ED	Meets needs of local community
Western Heights School	ED	Meets needs of local community
Birdwood School	ED	Meets needs of local community, Target Demographic
Congregational Church of Samoa	ED	Target demographic, Meets needs of local community
Henderson High School	ED	Meets needs of local community
Henderson Primary	ED	Meets needs of local community
Peninsular Primary School	ED	Meets needs of local community
Te Kura Kaupapa Māori O Te Kōtuku	AV Pop Up – <b>did Not proceed</b>	Meets the needs of the Māori community – <b>did not proceed</b>
Ranui Mosque	AV Pop Up – (publicly advertised)	Meets the needs of the local community – 4 hours on Fri 6 <sup>th</sup> Oct

#### 4.2 Identifying your approach to meeting your recruitment needs

Refer to Section 6.2 of Chapter 4 in the operations manual to complete this section.

<b>Identified issue or target employment group</b>	<b>Strategy</b>
Māori	Have engaged local Māori, to assist get the word out
Pacifica	Have spoken to local churches, and asked to spread the word at church and via newsletters and communications channels
Muslim	Meeting with local groups to establish voting services and to promote employment opportunities
Young/Youth	Posters up at Library and UNITEC

## 5 Building your electorate team

Refer to Section 7 of Chapter 4 in the operations manual to complete this section

It is anticipated that the electorate HQ will require the following resources:

### **Logistics Team**

LSM

A LSM team Leader to support the LSM and a support person all of whom will need a full drivers licence

1-2 part time support staff to assist with the unloading of supplies, packing of materials, set up of AVP's and collecting of materials, return of supplies and pack up of HQ

### **Rostering and Recruitment Team**

RRM

RRM team leader to assist the RRM

2 support staff to assist with the interviewing, testing, and general admin. *(This area was under resourced – ended up with 3 or 4 people for a period – but recruiting/resourcing should start earlier)*

### **Voting Services Team**

Voting Services Manager

4 Trainers (ideally people who can become Mobile Support and then be involved in post election processes

2 pls JP for the Hospital, Rest Homes and Police Station Team. Again ideally people who can complete post election processes.

### **Post Election Team**

Did not employ a Post Election Manager as had a strong LSM and process leads for count and special votes

Process Leaders for SV, Roll Scanning (key person from LSM team), Early and Official Counts – these people to come from HQ Support Staff and Advance Voting teams.

JP for Official Count

### **Building a Team**

The core team will consist of EM, RRM, LSM and Voting Services Managers and some key Support Staff with whom weekly meetings will happen. There may be additional daily briefings leading up to the busy period during AVP, ED and Post Election Process periods.

## 6 Risks

Refer to section 8 of Chapter 4 in the operations manual, the eLearning risk module, and the risk register template. List any risks with a rating score of 12 or more, and any that require significant budget or time to manage.

Your Regional Manager will discuss any further mitigation needed with you.

- Recruitment, insufficient or poor quality for the manager roles.
- Securing 'ideal' advance voting place locations is difficult.
- Weather Events, have resulted in the loss of 2 schools due to flood damage, however since this initial event in January no further schools/voting places have been affected in the more recent bad weather/cyclones.

## 7 Review

Refer to section 9 of Chapter 4 in the operations manual to complete this section.

Subject	Feedback
Headquarters	
Selection of voting services	
Recruitment	
Logistics and supplies	
HQ operations	
Training	
Rostering and communications	
Voting period	
Post-election and completion	

**Subject:** Voting places for the Tāmaki Makaurau by-election  
**To:** Karl Le Quesne, Chief Electoral Officer  
**Cc:** Electoral Commission Board  
**Dated:** 5 August 2025  
**Prepared by:** Martin Rodgers, Director Voting Services

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## Recommendations

It is recommended that the you:

1. **note** the approach taken in developing the voting service for the Tāmaki Makaurau by-election
2. **note** the process used to seek feedback on the proposed voting services from registered political parties, and the feedback received
3. **note** that the Board considered the use of the following voting places for the Tāmaki Makaurau by-election on Friday 1 August 2025:
  - a. Soldier and Settlers Hall in Taupiri
  - b. Te Kura Kaupapa Māori o Hoani Waititi Marae, Whare Kowhanga in Glen Eden
  - c. Manurewa Marae in Clendon Park, Manurewa.
4. **note** that the Board discussed the use of these venues as potential voting places and the feedback received from political parties
5. **note** that the Board collectively had concerns, including concerns about perceptions around the lack of political neutrality in relation to these venues, and it being difficult to see how any mitigations could be put in place that would address this perception
6. **agree** that that the Commission does not use the three voting places listed in 3. above for the Tāmaki Makaurau by-election.

## Purpose

1. This paper seeks a decision on the use of voting places for the Tāmaki Makaurau by-election.

## Background

2. The Tāmaki Makaurau Māori electorate is a large electorate encompassing most of the central, west and south of Tāmaki Makaurau. 15 general electorates are incorporated (in whole or part) within its boundaries.
3. For GE2023 there were 352 voting places issuing ordinary votes for Tāmaki Makaurau across the 15 general electorates.
4. The following approach was taken in developing the voting service for the Tāmaki Makaurau by-election:
  - i. After an initial analysis of the potential number of votes for the by-election was undertaken, a total of 150 advance and election day voting places (combined) was agreed as our planning assumption for a service that would provide both geographical spread and appropriate access to voting places within communities.

- ii. All of the voting places used across the electorate in GE2023 were mapped to provide a picture of the geographical spread. The number of votes taken for the Tāmaki Makaurau electorate at each voting place was then considered and it was decided that we would apply the voting place selection criteria and for those that met the criteria, reapproach voting places where 30 or more votes were taken for GE2023.
- iii. To ensure voting places for the by-election are located in places of significance to Māori, workshops were held with the Electoral Commission staff to identify additional locations which could be approached. This included seven kura kaupapa Māori that could be approached to provide a kaupapa Māori voting service, which includes the ability to conduct the voting service in both English and te reo Māori.
- iv. Commission staff then undertook assessments of all the potential voting places identified. Where a location did not fully meet our criteria, additional information could be sought to enable a further assessment, including ways relevant matters could be addressed or mitigated.
- v. Based on the availability of locations and a decision on appropriate service levels, which included looking at the voting patterns of Tāmaki Makaurau voters across the electorate, a draft set of voting places was arrived at, including the advance and election day hours it is proposed that each venue would be open for.

## **Discussion**

### Feedback from Registered Political Parties

5. On Friday 25 July 2025, in keeping with the Commission's usual practice, details of the proposed voting services for the by-election were provided to registered political parties. The letter and accompanying attachments are provided in appendix A.
6. The information provided included:
  - i. voting places that were available, and we intend to use
  - ii. voting places that we had approached, but are yet to confirm their use
  - iii. voting places that we had approached but are unavailable.
  - iv. the considerations we took into account when identifying potential voting places for the by-election
  - v. the criteria we used to assess potential voting places
  - vi. the other voting services the Commission is intending to provide in addition to the listed voting places e.g., voting services for overseas voters.
7. Only two parties responded with feedback by the deadline of 5.00pm on Wednesday 30 July 2025.
  - i. NewZeal Party replied that it did not have any feedback at this time.
  - ii. The NZ Labour Party responded with feedback on three locations. The email reply is attached as appendix B, along with the original email that was sent to all parties.

### Assessing the initial feedback

8. Soldier and Settlers Hall, 12 Te Putu Street, Taupiri:

- i. The Commission was emailed on 22 July 2025 by one of the organisers for Te Arikiniui Kuini Nga wai hono i te po, first Koroneihana celebrations, because they would like a booth at Koroneihana so voting can take place and their kapa haka from Tāmaki can complete both Kaupapa.
- ii. Our staff identified the Soldier and Settlers Hall as a potential voting place. It is located approximately 6 kilometres from Turangawaewae Marae, where Koroneihana is being held from 2 to 5 September.
- iii. The Commission has provided voting services at events in the past to enable attendees to participate in electoral events.
- iv. It is the Commission's practice not to provide voting services outside an electorate that is subject to a by-election, unless it is a place close to the boundary that eligible voters have in the past, or would be likely to, cast their vote.
- v. Members of the public can become confused by seeing a voting place in operation and think that they should be casting a vote or may want to undertake enrolment related activity. This can result in large numbers of disallowed votes and enrolment transactions, which would impact on processing times and the result of the by-election.
- vi. If the Commission were to decide not to locate a voting place in proximity to the Koroneihana, we would undertake communications activity to highlight the opportunities for attendees to vote within the electorate before the event and on election day.

9. Te Kura Kaupapa Māori o Hoani Waititi Marae, Whare Kowhanga, 441 West Coast Road, Glen Eden:

- i. This kura provided a kaupapa Māori service in the 2023 General Election. During the advance voting period and election day, it took 219 votes in total for the Tāmaki Makaurau electorate, excluding special votes.
- ii. The kura has said it is currently available for the by-election and has been assessed. It would provide a kaupapa Māori service. The venue has not been confirmed as a voting place for the Tāmaki Makaurau by-election at this stage.
- iii. The Commission is proposing to provide voting services within 2.5 kilometres of the location of the kura at the following venues:
  - a. Our Lady of Lourdes Catholic Church Hall, 7 Glendale Road, Glen Eden, as follows:
    - Week 1: Wednesday to Saturday from 10.00am to 4.00pm
    - Week 2: Wednesday to Friday from 10.00am to 4.00pm
  - b. Glen Eden Methodist Church, 302 West Coast Road, Glen Eden, as follows:
    - Election Day from 9.00am to 7.00pm
- iv. It is acknowledged that not using the kura would remove a voting place of significance to Māori and would reduce the number of voting places providing a kaupapa Māori voting service.
- v. The remaining three voting places providing a kaupapa Māori voting service are as follows:
  - Te Kura Kaupapa Māori ā rohe o Māngere, 7 Comet Crescent, Māngere
  - Te Pūtahi Māori o Manurewa, 165 Browns Road, Manurewa
  - Ngā Puna o Waiōrea, 100 Motions Road, Western Springs.

10. PAK'nSAVE, 16 Robert Ross Place, Clendon

- i. The Commission had already approached the PAK'nSAVE in Clendon and they declined the opportunity to host a voting place.
  - ii. Following the feedback from the Labour Party, we reapproached the supermarket but were unsuccessful in securing it as a voting place.
11. The Board met from 3:00pm to 3:45pm on Friday 1 August 2025 to discuss the proposed voting places and initial feedback. It was agreed that Crown Law advice should be sought on:
  - i. whether we should share the information provided by the Labour Party with Te Pāti Māori to seek their view before making a decision,
  - ii. and implications for judicial review risk should a decision be taken not to use one or both of these venues, if we decide we cannot or will not share the feedback before doing so.
12. Having discussed the issues and risks, the Board agreed that we should provide a further opportunity to all registered political parties to provide feedback on the preliminary decision not to use the two venues that had been included in the original proposed list that they had been provided.

#### Further consultation with Registered Political Parties

13. Following the meeting on 1 August, we sent an email to all registered political parties informing them that, having considered the Voting Place Assessment criteria and the feedback received, it was our preliminary view that we will not use the following two voting places:
  - i. Soldier and Settlers Hall, 12 Te Putu Street, Taupiri
  - ii. Te Kura Kaupapa Māori o Hoani Waititi Marae, Whare Kowhanga, 441 West Coast Road, Glen Eden.
14. The email included information on the reasons behind this preliminary decision and the alternative voting services that would be available in relation to the two voting places, including a voting place in close proximity to the kura that had been confirmed since the initial list was sent to the parties.
15. The parties were given an opportunity to provide feedback on the preliminary decision not to use the above two venues, or the proposed additional location, over a 24-hour period finishing at 9.00am on 5 August 2025.
16. The only party to provide feedback was Te Pāti Māori. The party requested a phone call discussion, but a further email was sent in response, reiterating the need for written feedback. A copy of the email exchange with Te Pāti Māori is attached in appendix C, along with the original email that was sent to all parties.

#### Responding to the feedback

17. Te Kura Kaupapa Māori o Hoani Waititi Marae, Whare Kowhanga, 441 West Coast Road, Glen Eden:
  - i. As noted above, this voting place took 219 votes in total for the Tāmaki Makaurau electorate, excluding special votes.
18. Manurewa Marae, 81 Finlayson Avenue, Clendon Park, Manurewa:
  - i. The voting place at Manurewa Marae took 994 votes in total for the Tāmaki Makaurau electorate, excluding special votes.
  - ii. It was decided not to approach Manurewa Marae to be a voting place for the Tāmaki Makaurau by-election because we were approaching Te Pūtahi Māori o Manurewa to provide a kaupapa Māori

voting service. As noted above, this service includes the ability to conduct the voting service in both English and te reo Māori.

- iii. Te Pūtahi Māori o Manurewa is 2 kilometres from Manurewa Marae. It is a purpose-built campus that houses Te Kura Kaupapa Māori o Manurewa (primary school) and Te Wharekura o Manurewa (secondary school).
- iv. The Commission is proposing to provide voting services within 2.5 kilometres of the location of the marae at the following venues:
  - a. Te Matariki Clendon Community Centre & Library, 17 Palmers Road, Clendon Park, as follows:
    - Week 1: Monday to Friday from 10.00am to 4.00pm
    - Week 2: Thursday 10.00am to 6.00pm & Friday 10.00am to 4.00pm
  - b. Te Pūtahi Māori o Manurewa, 165 Browns Road, Manurewa, as follows:
    - Election Day from 9.00am to 7.00pm
  - c. Te Matauranga School Hall, 206 Finlayson Avenue, Clendon Park, as follows:
    - Election Day from 9.00am to 7.00pm

19. Other feedback:

- i. It is noted that no feedback was received on the Board's preliminary view that we will not use the Soldier and Settlers Hall in Taupiri.

## Next steps

1. It is noted that the final list of voting places is due to be signed off by Tuesday 5 August 2025 (today) so that subsequent deadlines for the delivery of the by-election can be met, including the production of EasyVote packs.

## Appendices

Appendix A: Letter and attachments sent to registered political parties

Appendix B: Email from the NZ Labour Party with feedback on the draft voting place list, along with the original email that was sent to all parties

Appendix C: Email exchange with Te Pāti Māori with their feedback on the preliminary decision not to use two venues and the proposed additional location, along with the original email that was sent to all parties.

## Approval

I approve the recommendations in this memo:

YES / ~~NO~~



6 August 2025

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Karl Le Quesne, Chief Electoral Officer

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Date

## Appendix A: Letter and attachments sent to registered political parties

25 July 2025

Tēnā koutou katoa

Please find attached a spreadsheet of the draft advance and Election Day voting places for the Tāmaki Makaurau by-election. We request your feedback on this list by **5pm, Wednesday 30 July 2025**.

We have been working to quickly secure voting places since the date for the by-election was announced on 14 July. The information in the spreadsheet is as of 24 July and is presented using the general electorates as a proxy for the geographical areas that make up the Tāmaki Makaurau electorate.

Under each electorate heading we have identified:

- Voting places that are available, and we intend to use
- Voting places that we have approached, but are yet to confirm their use
- Voting places that we have approached but are unavailable.

For the first group of voting places, we have also identified whether we intend to use them for advance voting and or on Election Day.

The Commission releases this information to parties earlier than to the general public to give parties an opportunity to provide feedback and to assist parties with internal planning. Please keep this information confidential because we want to communicate it to the voting public once the voting places have been finalised.

### ***The basis for selection***

One of our statutory objectives is to facilitate participation in Parliamentary elections. One way we achieve this is by providing services that are easy for potential voters to access. When looking at where to locate voting places for the Tāmaki Makaurau by-election we took the following considerations into account:

- the geographical spread of voting places
- previous voting patterns, including the number of votes taken for the Tāmaki Makaurau electorate at different locations during the 2023 General Election
- venues of particular significance to Māori
- locations where potential voters would travel to for work or other activities
- the proximity of the voting places to each other.

In addition to the voting places provided in the spreadsheet, the Commission is also intending to provide the following voting services:

- a mobile in person voting service for people on the Tāmaki Makaurau roll and serving prison sentences of less than three years, or on remand, at the Auckland South Corrections Facility, Mt Eden Corrections Facility and Auckland Region Women's Corrections Facility. A takeaway voting service will be available for the same qualifying group of voters at Corrections facilities outside of the electorate
- an in person advance voting service at the Taupiri Soldiers and Settlers Hall, for voters attending the Koroneihana celebrations being held at Tūrangawaewae Marae in Ngāruawāhia
- an in person voting service in Sydney, Brisbane and London, with our 'download & upload voting paper' service and postal voting provided for other overseas voters
- a telephone dictation voting service for voters, both in New Zealand and overseas, if they are blind, partially blind or have a physical disability which prevents them from marking their voting paper without assistance

- a takeaway voting service for residents of care homes within the electorate
- a takeaway voting service for any voter who is travelling in New Zealand outside the electorate and is unable to attend a voting place within the electorate.

### ***Assessing voting places***

All voting places used for the Tāmaki Makaurau by-election will have been assessed using the set of criteria outlined in **attachment 1** below.

If a potential voting place does not meet the criteria following the initial assessment, further information is sought, and a more detailed assessment is made, before we arrive at a final decision on whether to use the venue.

### ***Next steps***

Should your party wish to provide feedback, please do so through **one central point of contact** who can speak on behalf of the party. This will help ensure that each party has oversight of the feedback being given and we can subsequently correspond with the central contact as necessary.

All feedback should be emailed to [returns](#) [REDACTED] with the subject heading “Voting Places, Attn: Director, Voting Services” before **5pm, Wednesday 30 July 2025**.

We will carefully consider your feedback and act in response to it where possible.

Please note that the final list of voting places may change following confirmation of their availability, the assessment process noted above, and following feedback from political parties.

Confirmed advance and Election Day voting places will be released publicly on Wednesday 6 August 2025 via [www.vote.nz](http://www.vote.nz), available through our call centre, and included in the EasyVote information packs sent to all enrolled voters .

Nāku noa, nā

Martin Rodgers  
Director Voting Services

### **Attachments:**

1. Voting Place Assessment Criteria (see below)
2. Spreadsheet of draft advance and Election Day voting places for the Tāmaki Makaurau by-election (separate Excel spreadsheet)

## Attachment 1: Voting Place Assessment Criteria

Category	Approach
Day and time availability	
Disability and mobility access	Aim to provide full disability access in the majority of advance and Election Day voting places.
Political neutrality	No electioneering material in the voting place or within the exclusion zone.
Conflicts of interest	<p>There may be a conflict of interest using a venue as a voting place if a person that is actively involved in the governance or management of the venue is:</p> <ul style="list-style-type: none"> <li>• a participant in the electoral event, e.g. standing as a candidate</li> <li>• a close relative of a candidate, e.g. a spouse, civil union partner, de facto partner, child, or parent</li> <li>• a person actively involved with a political party, e.g. in the campaign, as an office holder or a donor.</li> </ul>
Alcohol sales	Can access voting place without walking through an area selling alcohol
Equipment storage	Ability to store equipment items both before and after voting
Security	As it relates to the safety of staff, voters and voting materials e.g. previous incidents, lockable/alarmed entrance/exits, overnight storage and external lighting.
Meets health and safety requirements	No hazards that cannot be remedied
Earthquake rating, if rated	Meets the minimum NBS standard
Facilities are available for staff	Heating, lighting, access to bathroom and kitchen facilities

**Attachment 2: Spreadsheet of draft advance and Election Day voting places for the Tāmaki Makaurau by-election**

**DRAFT advance and Election Day voting places for the Tāmaki Makaurau by-election**

Provided in confidence to registered political parties - as at 24 July 2025

**Key:**

	Voting places that are available, and we intend to use
	Voting places that we have approached, but are yet to confirm their use
	Voting places that we have approached but are unavailable

Potential Voting Place and location	Advance voting	Election Day
<b>Auckland Central electorate</b>		
All Saints Anglican Church, 284 Ponsonby Road, Ponsonby	Yes	Yes
Auckland City Mission, 140 Hobson Street, Auckland City	Yes	
Auckland University of Technology, Level 4, Building WA, 55 Wellesley Street, Auckland City	Yes	
Auckland University Students Association, 4 Alfred Street, Auckland City	Yes	
Pitt Street Methodist Church, Theatre, 78 Pitt Street, Auckland City		Yes
St David's Presbyterian Church Hall, 70 Khyber Pass Road, Grafton		Yes
Waiheke Library, 131-133 Ocean View Road, Waiheke Island	Yes	
Atrium on Elliot, Shop 925, next to Rebel Sport, 21-25 Elliot Street, Auckland City		
Piritahi Marae, 53 Tahatai Road, Oneroa, Waiheke Island		
Richmond Road Primary School, 113 Richmond Road, Ponsonby, Auckland		
The Church of Holy Sepulchre - Te Mīhana Māori, 2 Burleigh Street, Grafton		
Ngā Tūmanako o Kahurangi (Auckland Girls Grammar), Howe Street, Freemans Bay, Auckland		
Ellen Melville Centre, Pioneer Women's Hall, Elizabeth Yates Room, 2 Freyberg Place, Auckland City		
<b>Botany electorate</b>		
Baverstock Oaks School, 21 Baverstock Road, Flat Bush		Yes
Botany Library, Level 1, Sunset Terrace, Botany	Yes	
Tupu Youth Library, 102 Dawson Road, Clover Park	Yes	
Dawson Primary School, 15 Haumia Way, Flat Bush		Yes
Elim Christian College, Golflands Campus 94 Golflands Dr Botany		Yes
Kia Aroha College, 51 Othello Drive, Flat Bush		Yes
Pakuranga Golf Club, 199 Botany Road, Botany		
St Peter Chanel Church, 44 Boundary Road, Clover Park		
Chapel Downs Primary School, 170 Dawson Road, Flat Bush		
Sancta Maria College, 319 Te Irirangi Drive, Flat Bush		
<b>Epsom electorate</b>		
Greyfriars Presbyterian Church, McKinney Hall, 544 Mount Eden Road, Mt Eden	Yes	
Parnell District School Hall, 48 Saint Stephens Avenue, Parnell		Yes
St Aidan's Anglican Church, Social Lounge, 5 Ascot Avenue, Remuera	Yes	
St George's Church Youth Rooms, 19 Ranfurly Road, Epsom	Yes	
St Andrew's Church, Lower Room, 100 St Andrews Road, Epsom		
Te Unga Waka Marae, 1 Clyde St, Epsom		

Valley Road International Church Hall, 393 Mount Eden Road, Mt Eden		
<b>Kelston electorate</b>		
Church Unlimited, Auditorium 2, 3 Te Atatū Road, Glendene	Yes	Yes
Our Lady of Lourdes Catholic Church Hall, 7 Glendale Road, Glen Eden	Yes	Yes
Rosebank School Hall, 217 Rosebank Road, Avondale		Yes
St Leonards Road School Hall, 15 St Leonards Road, Kelston		Yes
The Crossing - Te Whakawhitia, Konini House, 30/44 Kaurilands Road, Titirangi		Yes
Te Kura Kaupapa Māori o Hoani Waititi Marae, Whare Kowhanga, 441 West Coast Road, Glen Eden	Yes	Yes
Kelston Boys' High School Hall, 78 Archibald Road, Archibald Road entrance, Kelston		
Methodist Centre of the West Church Hall, 302 West Coast Road, Glen Eden		
Waterview Methodist Church Hall, 1547 Great North Road, Fir Street entrance, Waterview		
Kaurilands School Hall, 109 Atkinson Road, Titirangi		
<b>Māngere electorate</b>		
Māngere Arts & Events Centre, (corner Orly Avenue & Bader Drive), Māngere	Yes	Yes
Māngere East Primary School, 21 Yates Road, Māngere East		Yes
Te Wānanga o Aotearoa Māngere, 15 Canning Crescent, Māngere	Yes	
Metro Theatre, 362 Massey Road, Māngere East	Yes	
Nga Iwi School, 60 Mascot Avenue, Māngere		Yes
Papatūānuku Kōkiri Marae, 141R Robertson Road, Māngere	Yes	Yes
Te Kura Kaupapa Māori ā rohe o Māngere, 7 Comet Crescent, Māngere		Yes
St Therese Catholic Parish Hall, 10 Wickman Way, Māngere East		Yes
St James Anglican Church Hall, 27 Church Road, Māngere Bridge		
Māngere Memorial Hall, Domain Road, Māngere Bridge		
Makaurau Marae, 8 Ruaiti Road, Ihumatao		
<b>Manurewa electorate</b>		
Finlayson Park School Hall, 87 John Walker Drive, Manurewa		Yes
Hillpark School Hall, 57 Grande Vue Road, Manurewa		Yes
Manurewa Library, Community Room, 7 Hill Road, Manurewa	Yes	Yes
MIT Manukau Campus, The Atrium, (corner Manukau Station Road & Davies Avenue), Manukau City Centre	Yes	
Papatoetoe War Memorial Library, 30 Wallace Road, Papatoetoe	Yes	
Papatoetoe West School Hall, 1-3 Hillcrest Road, Papatoetoe		Yes
Roscommon School Hall, 23 Burundi Avenue, Clendon Park		Yes
Te Matariki Clendon Community Centre & Library, 17 Palmers Road, Clendon Park	Yes	
Te Pūtahi Māori o Manurewa, 123 Māori Lane, Manurewa		Yes
Te Matauranga School Hall, 206 Finlayson Avenue, Clendon Park		Yes
Weymouth Primary School Hall, 23 Evans Road, Weymouth		Yes
St Anne's Catholic Church Hall, 126 Russell Road, Manurewa		Yes
St Luke's Anglican Church Hall, 3 Russell Road, Manurewa		Yes
Te Whare Wānanga Te Reo Wānanga O Awanuiārangi, 19 Lambie Drive Manukau		
Westfield Manukau Mall, Centre Court, (corner Great South Road & Manukau Station Road), Manukau City Centre		
PAK'nSAVE Clendon, 16 Robert Ross Place, Clendon Park		
<b>Maungakiekie electorate</b>		
CCS Disability Action, Yarnton House, 14 Erson Avenue, Royal Oak	Yes	

Ellerslie War Memorial Hall, 134-138 Main Highway, Ellerslie	Yes	Yes
Mountainside Lutheran Church, 1 Harris Road, Mt Wellington	Yes	
Te Papapa School Hall, 219 Mt Smart Road, Onehunga		Yes
Royal Oak Intermediate School Hall, 74 Symonds Street, Trafalgar Street entrance, Royal Oak		Yes
Royal Oak Primary School Hall, Chandler Avenue, 663 Manukau Road entrance, Royal Oak		Yes
Stanhope Road School Hall, 2B Harris Road, Mt Wellington		Yes
Oranga Community Centre, 52 Waitangi Road, Onehunga		
One Tree Hill College, 421-451 Great South Road, Penrose		
Onehunga Community Centre, 83 Church Street, Onehunga		
<b>Mt Albert electorate</b>		
Church@onetwosix Hall, 126 Point Chevalier Road, Point Chevalier		Yes
Greek Community and Orthodox Parish of Auckland, 106-108 Western Springs Road, Western Springs		Yes
Grey Lynn Community Centre, 510 Richmond Road, Grey Lynn	Yes	Yes
Kōwhai Intermediate School, 26 Onslow Road, Kingsland		Yes
Mount Albert Presbyterian Church Hall, 14 Mount Albert Road, Mt Albert	Yes	Yes
Te Kura Kaupapa Māori o Ngā Maungarongo, 140 Haverstock Road, Mt Albert		Yes
Ngā Puna o Waiōrea, 100 Motions Road, Western Springs, Auckland 1022		
Te Māhurehure Marae, 65/73 Premier Avenue, Point Chevalier, Auckland		
Te Wānanga Takiura, 120 Asquith Avenue, Mount Albert, Auckland		
Westmere School, 81 Garnet Road, Westmere		
EFKS Kingsland Congregational Christian Church of Samoa, 50 Bond Street, Kingsland		
Mt Eden War Memorial Hall, 487- 489 Dominion Road, Balmoral		
UNITEC, Te Puna, Building 180, 139 Carrington Road, Mt Albert		
<b>Mt Roskill electorate</b>		
Blockhouse Bay Community Church, 76 Dundale Avenue, Blockhouse Bay		Yes
Fickling Convention Centre, Hillsborough Room, 546 Mount Albert Road, Three Kings	Yes	Yes
Waikowhai Primary School, 381 Hillsborough Road, Hillsborough		Yes
Wesley Community Centre, Tarapunga Room, 740 Sandringham Road Extension, Mt Roskill		Yes
St David's in the Fields Church, 202 Hillsborough Road, Hillsborough		
Lynfield Community Church, 35 The Avenue, Lynfield		
St Therese Catholic Church, 463 Mount Albert Road, Mt Roskill		
Mt Roskill War Memorial Hall, Anzac Room, 13 May Road, Mt Roskill		
New Windsor School, 185 New Windsor Road, 65 Peter Buck Road entrance, New Windsor		
Wesley Intermediate School, 778 Sandringham Road Extension, Mt Roskill		
<b>New Lynn electorate</b>		
Suburbs Rugby Football Club, 130 Portage Road, New Lynn	Yes	Yes
Barnett Hall, 2 North Piha Road, Piha	Yes	Yes
Pan African Community Centre, 3131 Great North Road, New Lynn	Yes	Yes
St Jude's Anglican Church Hall, 27 St Jude Street, Avondale	Yes	Yes
Blockhouse Bay Baptist Church, 504 Blockhouse Bay Road, Blockhouse Bay		
Dayspring Trust Care Centre, 2A Seabrook Avenue, New Lynn		
Fruitvale School Hall, 40 Fruitvale Road, New Lynn		
Green Bay Primary School Hall, 131 Godley Road, Green Bay		
Avondale Community Centre, 99 Rosebank Road, Avondale		

The Salvation Army Church Hall, 32 Delta Avenue, New Lynn		
Titirangi War Memorial Hall, 500 South Titirangi Road, Titirangi		
<b>Pakuranga electorate</b>		
Highland Park Library, 16 Highland Park Drive, Highland Park	Yes	Yes
Howick Library, Fencible Room, 25 Uxbridge Road, Howick	Yes	
Pakuranga College Hall, 180 Pigeon Mountain Road (corner Pakuranga Road), Half Moon Bay		Yes
Pakuranga Intermediate School Hall, 43-49 Reeves Road, Pakuranga		Yes
Riverhills School Hall, 13 Waikaremoana Place, Pakuranga		Yes
Eastgate Christian Centre, 5 Ben Lomond Crescent, Pakuranga Heights		
Edgewater College Hall, 32 Edgewater Drive, Pakuranga		
EFKS Pakuranga, CCC of Samoa, 229 Ti Rakau Drive, Pakuranga Heights		
Fencible AFC Clubrooms, William Green Domain, 590 Pakuranga Road, Highland Park		
Trinity Methodist Church Hall, 474 Pakuranga Road, Pakuranga		
<b>Panmure-Ōtāhuhu electorate</b>		
Bairds Mainfreight Primary School, 12 Edward Avenue, Ōtara		Yes
Ferguson Intermediate School, 20-40 Ferguson Road, Ōtara		Yes
Mayfield School, 12 Pearl Baker Drive, Ōtara		Yes
MIT Ōtara Campus, Pasifika Community Centre, Gate 12, 53 Ōtara Road, Ōtara	Yes	Yes
Te Whare Rangimarie, 7-13 Pilkington Road, Panmure		Yes
Ōtāhuhu Library, 28 Mason Avenue, Ōtāhuhu	Yes	
Ōtāhuhu Town Hall Community Centre, 10 High Street, Ōtāhuhu	Yes	Yes
Ōtara Library, (corner East Tamaki Road & Bairds Road), Ōtara	Yes	
Panama Road School, 139 Panama Road, Ōtāhuhu		Yes
Panmure Library, 7-13 Pilkington Road, Panmure	Yes	
Papatoetoe East Primary School, 138 Tui Road, Papatoetoe		Yes
Papatoetoe Intermediate School, 175 Motatau Road, Papatoetoe		Yes
Point England Primary School, 130 Point England Road, Point England		Yes
Te Kōhanga Reo o Te Reo Rangatira ki Whaiora 20 Ōtara Road, Ōtara	Yes	Yes
Salvation Army Community Centre, 18 Allright Place, Mt Wellington		
Te Tira Hou Marae, 10 Tripoli Road, Panmure, Auckland		
Ngāti Otara Marae, 100 Otara Road, Ōtara, Auckland 2023		
Te Puke ō Tara Community Hall, 20 Newbury Street, Ōtara		
<b>Takanini electorate</b>		
Takaanini Library and Community Hub - Te Wao Nui a Tane, 30 Walters Road, Takanini		Yes
Clayton Park School Hall, 187 Coxhead Road, Wattle Farm Road entrance, Wattle Downs		Yes
Elim Christian Centre, Gate 1 & 2, 198 Mahia Road, Wattle Downs	Yes	
Manurewa Scout Hall, 23 Alfriston Road, Gallahar Park entrance, Manurewa East	Yes	Yes
Randwick Park School Hall, Magic Way entrance, Randwick Park	Yes	Yes
Redoubt North Wesleyan Methodist Church, 51 Diorella Drive, Clover Park	Yes	Yes
Greenmeadows Intermediate School, Technology Block, Ferguson Street entrance, Manurewa East		Yes
Conifer Grove School Hall, 70 Walter Strevens Drive, Takanini		
Connect Baptist Church, 75 Everglade Drive, Goodwood Heights		
Manu Tukutuku, 32 Riverton Drive, Randwick Park, Auckland 2105		
Takanini Hall, 8 Takanini Road, Takanini		
Auckland Botanic Gardens, Education Centre, 102 Hill Road, The Gardens		
The Warehouse Takanini, 30 Walters Road, Takanini		

<b>Tāmaki electorate</b>		
Ōrākei Community Centre, 156 Kepa Road, Ōrākei	Yes	Yes
PAK'nSAVE Glen Innes, 182 Apirana Avenue, Glen Innes	Yes	
Ruapōtaka Marae, 106 Line Road, Glen Innes	Yes	Yes
St Heliers Church & Community Centre, 100 St Heliers Bay Road, St Heliers		Yes
St Thomas Tāmaki Church, 368 Kohimarama Road, Kohimarama		Yes
Tāmaki College, 109-115 Taniwha Street, Glen Innes		Yes
Ōrākei Marae, 59B Kitemoana Street, Ōrākei		
Te Oro Music & Arts Centre, 98 Line Road, Glen Innes, Auckland 1072		
TKKM o Puau te Moananui-ā-Kiwa, 26a Farringdon Street, Glen Innes		
Remuera Baptist Church, 641 Remuera Road, Remuera		
St John's Theological College, Wesley Hall, 202-210 St John's Road, St Johns		
<b>Te Atatū electorate</b>		
Edmonton Primary School, 1 School Road, Te Atatū South		Yes
Flanshaw Road School, 51 Flanshaw Road, Te Atatū South		Yes
St Giles Presbyterian Church, 1 Flanshaw Road, Te Atatū South	Yes	
Te Pai Centre, 31-35 Te Pai Place, Henderson	Yes	
<b>Waikato electorate</b>		
Soldier and Settlers Hall, 12 Te Putu Street, Taupiri	Yes	

**Appendix B: Email from the NZ Labour Party with feedback on the draft voting place list, along with the original email that was sent to all parties**

From: Rob Salmond <[rob.salmond@labour.org.nz](mailto:rob.salmond@labour.org.nz)>

Sent: Wednesday, 30 July 2025 1:48 pm

To: Returns <Returns [REDACTED]>

Cc: Jill Day <[jill.day@labour.org.nz](mailto:jill.day@labour.org.nz)>

Subject: Re: Tāmaki Makaurau By-election: Draft advance and Election Day Voting Places

**EXTERNAL EMAIL WARNING:** Do not open any **attachments** or **links** until you are certain they are safe. Beware of **phishing** attacks, check the sender address. Always report emails you are not certain are safe.

Kia ora Martin,

Thank you for the opportunity to comment on the draft list of polling places for the 2026 Tamaki Makaurau by-election. Labour has three pieces of feedback regarding the Commission's draft list.

Soldier and Settlers Hall, 12 Te Putu Street, Taupiri

Labour objects to the inclusion of an advance vote polling booth in Taupiri. This booth located much further way from the electorate than we've previously seen in any recent by-election - it is some 75km by road outside of the Tamaki Makaurau electorate.

As you mentioned in your letter, the booth is designed to provide specific opportunities for people attending Koroneihana 2025 to vote near the Turangawaewae marae. This is not appropriate because in some recent elections the Kīngitanga has publicly endorsed Te Pati Māori, and this year Te Pati Māori has chosen to politicise attendance at Koroneihana in relation to this specific by-election. Please see media coverage of Rawiri Waititi's 2025 comments [here](#). It is not appropriate for the Commission to provide a dedicated opportunity for people to vote so near to an event that is at significant risk of being further politicised.

It is also not necessary for the Commission to provide an unusually-located polling booth to cater for this event when:

- Anybody living in Tamaki Makaurau attending that event already has other convenient polling place options available to them as they travel to and from Turangawaewae marae. People from almost all the electorate travelling south on SH20 pass an exit only 500m from the MIT Manukau polling booth, while people travelling south on SH1 pass an exit only 2km from the Manurewa Library polling booth. This is an addition to the polling booths in their local suburbs.
- Koroneihana is not being held on 6 September, which means no Tamaki Makaurau voter has to choose between attending Koroneihana and voting in the by-election.

In 2023, Labour warned the Commission about potential politicisation by Te Pāti Māori of the proposed Manurewa Marae polling booth. Our concerns were ignored and the Commission went ahead with the booth. The events that followed damaged both the integrity of that election and the Commission's reputation, leading to the Chief Electoral Officer publicly admitting it had been a mistake. This polling booth has similar potential. We think it would be highly unfortunate for the Commission to make the same type of mistake in the same electorate two elections in a row.

We request that the Commission remove this polling booth.

Te Kura Kaupapa Māori o Hoani Waititi Marae, Whare Kowhanga, 441 West Coast Road, Glen Eden  
Labour also objects to the inclusion of this voting booth, which is on the same campus as the Waipareira Trust in Glen Eden. The school itself is within 200m of the Trust's offices. Indeed, the kura and adjoining Hoani Waititi marae serve regularly as the public meeting space for the Waipareira Trust, for example hosting the Trusts AGM each year.

As the Commission will know, the Waipareira Trust is run by John Tamihere, who is also the President of Te Pāti Māori. Mr Tamihere and the Trust are the subject of multiple ongoing investigations into potentially unlawful misuse of public resources for political purposes at the 2023 election. In that context, we question why Commission would want to host a booth at a location so closely associated with the Waipareira Trust.

This is not a politically neutral voting location given the other activities it hosts, and the Wairapeira Trust's recent history indicates risk to the integrity of this booth. With so many public spaces in West Auckland to choose from, we are very surprised the Commission would pick this location. As above, the inclusion of this location in the draft list risks repeating the Commission's mistakes from 2023.

We request that the Commission remove this polling booth.

PAK'nSAVE, 16 Robert Ross Place, Clendon

We recommend an additional advance and election day booth in Clendon Park, which is an area with high Tāmaki-Makaurau enrolment. The PAK'nSAVE in Clendon took in almost 2,500 advance votes across the Manurewa and Tamaki Makaurau electorates in 2023, which indicates many voters, including many Māori roll voters, are used to voting there.

We request that the Commission add this polling booth.

Ngā mihi,  
Rob Salmond

**Rob Salmond (he/him) | General Secretary**

New Zealand Labour Party



2 Gilmer Terrace, Wellington

[gensec@labour.org.nz](mailto:gensec@labour.org.nz) | [REDACTED]

[www.labour.org.nz](http://www.labour.org.nz)

[fb.com/NZLabourParty](https://fb.com/NZLabourParty) | [@nzlabour](https://twitter.com/nzlabour)

Authorised by Rob Salmond, 2 Gilmer Terrace, Wellington

On 25 Jul 2025, at 11:30 am, 'Returns' via Party Secretary <[secretary@labour.org.nz](mailto:secretary@labour.org.nz)> wrote:

Tēna koutou katoa

Please find attached a letter outlining the approach to securing voting services, and a list of the draft locations of voting places, for the upcoming Tāmaki Makaurau by-election.

We ask for your response to [returns](#) [REDACTED] by **5pm Wednesday 30 July**.

Nāku noa, nā

Martin Rodgers  
Director Voting Services

**Martin Rodgers** (he/him) | Director Voting Services | **Electoral Commission** | Te Kaitiaki Take Kōwhiri  
PO Box 3220 | Level 10, 32-42 Manners Street | Wellington



**Appendix C: Email exchange with Te Pāti Māori with their feedback on the preliminary decision not to use two venues and the proposed additional location, along with the original email that was sent to all parties.**

**From:** Secretary Te Pati Māori <[secretary@maoriparty.org.nz](mailto:secretary@maoriparty.org.nz)>  
**Sent:** Monday, 4 August 2025 6:36 pm  
**To:** Returns <[Returns](#)>  
**Cc:** John Tamihere  
**Subject:** Re: Proposed variation to draft voting places for Tāmaki Makaurau: Final opportunity for further comment by 9am Tuesday 5 August 2025

**EXTERNAL EMAIL WARNING:** Do not open any **attachments** or **links** until you are certain they are safe. Beware of **phishing** attacks, check the sender address. Always report emails you are not certain are safe.

Kia Ora Martin,

Regarding Manurewa Marae, we are awaiting the Electoral Commission response to our Official Information Act request sent to Karl Lequesne on Tuesday, 22nd July 2025 @ 3:51pm.

In the follow up meeting with you, we emphasised that Manurewa Marae was one of, if not the largest, Polling Booth in the 2023 General Election with regards to Māori turnout, both for early voting and on Election Day. Your Electoral Commission data will confirm this. Our view remains the same, that Manurewa Marae should be a Polling Booth in the 2025 By-Election for Tāmaki Makaurau for both early voting and election day voting. This is our Te Pāti Māori official response. Please ensure this is recorded accordingly. Also, any pertinent information received via the OIA that supports this position should also be subsequently included in our formal submission.

Regarding Te Kura Kaupapa Māori o Hoani Waititi Marae, Te Pāti Māori was only made aware of this late change today. Please see below which is an extract of the proposed Polling Booth database emailed to us by the Electoral Commission on Friday, 25th July 2025.

**DRAFT advance and Election Day voting places for the Tāmaki Makaurau by-election**

Provided in confidence to registered political parties - as at 24 July 2025

Potential Voting Place and location	Advance voting	Election Day
Te Kura Kaupapa Māori o Hoani Waititi Marae, Whare Kowhanga, 441 West Coast Road, Glen Eden	Yes	Yes

**Key:**

	Voting places that are available, and we intend to use
	Voting places that we have approached, but are yet to confirm their use
	Voting places that we have approached but are unavailable

This spreadsheet shows that Te Kura Kaupapa Māori o Hoani Waititi Marae was originally confirmed as an Advance Voting Polling Booth and also an Election Day Polling Booth by the Electoral Commission. Te Pāti Māori did not initially make comment on this Polling Booth as we were supportive of the inclusion (as identified initially by the Electoral Commission).

Te Kura Kaupapa Māori o Hoani Waititi Marae was one of the largest Polling Booths in the 2023 General Election with regards to Māori turnout, both for early voting and on Election Day. Your Electoral Commission data will confirm this.

Our Te Pāti Māori view remains the same, that Te Kura Kaupapa Māori o Hoani Waititi Marae should be a Polling Booth in the 2025 By-Election for Tāmaki Makaurau for both early voting and election day voting. This is our Te Pāti Māori official response, please ensure this is recorded accordingly. As noted above, any pertinent information received via the OIA that supports this position should also be subsequently included in our formal submission.

Please contact me if you have any queries.

Ngā Mihi

**Lance Norman**

**Secretary**

**Te Pāti Māori**

Moblie: [\(021\) 610-539](tel:021610539)

On Mon, 4 Aug 2025 at 16:57, Returns <[Returns](#) [REDACTED]> wrote:

Kia ora Lance,

Thank you for your email. Final decisions will be made by the Board of the Electoral Commission. Any written comments will be provided to the Board and considered as part of final decisions on the voting place selection.

The Electoral Commission has provided all parties an opportunity to make written submissions. For consistency and fairness, and to ensure that the Board can consider the feedback, we cannot provide an opportunity for verbal feedback. If you have any further comments, please provide them before the deadline of 9am tomorrow.

Ngā mihi

Martin

From: Secretary Te Pati Māori <[secretary@maoriparty.org.nz](mailto:secretary@maoriparty.org.nz)>

Sent: Monday, 4 August 2025 2:33 pm

To: Returns <[Returns](#)>

Cc: John Tamihere

Subject: Re: Proposed variation to draft voting places for Tāmaki Makaurau: Final opportunity for further comment by 9am Tuesday 5 August 2025

**EXTERNAL EMAIL WARNING:** Do not open any **attachments** or **links** until you are certain they are safe. Beware of **phishing** attacks, check the sender address. Always report emails you are not certain are safe.

Kia Ora Martin,

Te Pāti Māori does not understand or support the exclusion of both Manurewa Marae and Hoani Waititi Marae as voting places for the upcoming By election.

Both these Polling Booths were high turnout areas for Māori in the 2023 Election and both are predominant community locations for Māori living in South Auckland and West Auckland respectively.

Both these Polling Booths were managed by the Electoral Commission and no evidence was found of anything untoward on voting with respect to Manurewa Marae in 2023.

Excluding both Manurewa Marae and Hoani Waititi Marae is prejudicial to Māori living in South Auckland and West Auckland.

Given the tight deadline on this matter, please call John or myself urgently to discuss.

Ngā Mihi

**Lance Norman**

**Secretary**

**Te Pāti Māori**

Moblie: [\(021\) 610-539](tel:(021)610-539)

On Mon, 4 Aug 2025 at 09:09, Returns <[Returns](#)> wrote:

Tēnā koutou katoa

Further to the email sent to you on 25 July, I wanted to provide one further opportunity to comment on a proposed variation, not to use two voting places and to confirm one voting place included in the preliminary draft.

Thank you to those parties that provided feedback by 5.00pm on 30 July 2025.

Having considered the Voting Place Assessment Criteria in attachment 1 of the 25 July email, and the feedback received, our preliminary view is that we will not use two voting places for the following reasons:

- Soldier and Settlers Hall, 12 Te Putu Street, Taupiri. Concerns have been raised about using this location, which is well outside the Tāmaki Makaurau electorate. We are concerned that locating a voting place here could cause confusion about eligibility to vote in the by-election. We are satisfied that Tāmaki Makaurau electors attending the Koroneihana celebrations being held at Tūrangawaewae Marae in Ngāruawāhia will have plenty of options to vote during the advance voting period before they attend. There are also locations en-route for those who wish to vote on their way there, and there will be plenty of voting places throughout the electorate that electors can use on election day after the celebrations finish on Friday 5 September.
- Te Kura Kaupapa Māori o Hoani Waititi Marae, Whare Kowhanga, 441 West Coast Road, Glen Eden. We are not commenting on the actual political neutrality of those responsible for the venue, but concerns have been raised and we have to consider potential perception risks regarding political neutrality. The Commission has a duty to make voting place selection decisions in accordance with its statutory objectives to administer the electoral system impartially, efficiently, effectively, and in a way that —
  - facilitates participation in parliamentary democracy; and
  - promotes understanding of the electoral system and associated matters; and
  - maintains confidence in the administration of the electoral system.

The proposed voting place at the Methodist Centre of the West Church Hall, 302 West Coast Road, Glen Eden that was yet to confirm has now been confirmed. Together with the other proposed locations nearby electors in the area will have plenty of voting places and voting place hours to choose from.

### **Feedback**

If you would like to provide feedback on the preliminary decision not to use the above two venues, or the proposed additional location, please do so through one central point of contact who can speak on behalf of the party by email to [returns](#) [REDACTED] with the subject heading “Voting Places, Attn: Director, Voting Services” by **9am, Tuesday 5 August 2025**. The tight turnaround for comments is necessary to ensure we can get EasyVote packs ready in time before voting starts. We will carefully consider your feedback before we finalise voting places.

## **Confidentiality**

Any feedback that you have provided on draft voting places for Tāmaki Makaurau will not be proactively released but we are bound by the Official Information Act 1982 (the OIA). If there are any part(s) of your feedback on draft voting places that you are only willing to have given to the Commission provided it is kept confidential, then please advise the Commission. Please explain how disclosure of the information at issue would affect your interests. The OIA requires information to be made available unless there are good reasons for withholding it. If we receive an OIA request that includes your submission and you have sought confidentiality around all or some of its contents, we will tell you what information we are proposing to release so you have a further opportunity to advise us why your information should not be released before a decision is made.

## **Next steps**

As advised previously, we are continuing to work on the selection of voting places and a full list of confirmed advance and Election Day voting places will be released publicly after Wednesday 6 August 2025 via [www.vote.nz](http://www.vote.nz), available through our call centre, and included in the EasyVote information packs sent to all enrolled voters.

Nāku noa, nā

Martin Rodgers

Director Voting Services

**From:** Returns <[Returns](#)>  
**Sent:** Friday, 25 July 2025 11:31 am  
**To:** Returns <[Returns](#)>  
**Subject:** Tāmaki Makaurau By-election: Draft advance and Election Day Voting Places

Tēna koutou katoa

Please find attached a letter outlining the approach to securing voting services, and a list of the draft locations of voting places, for the upcoming Tāmaki Makaurau by-election.

We ask for your response to [returns](#) by **5pm Wednesday 30 July**.

Nāku noa, nā

Martin Rodgers

Director Voting Services

**Martin Rodgers** (he/him) | Director Voting Services | **Electoral Commission** | Te Kaitiaki Take Kōwhiri

PO Box 3220 | Level 10, 32-42 Manners Street | Wellington



# Voting Teams

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Follow the instructions in the other Personal Instruction Manuals (PIMs) for instructions and responsibilities:

- E3-2 Issuing Votes (all team staff)
- E3-1 Managing a Voting Place (team manager)

This PIM covers some specific needs for working in an voting team. Be familiar with the contents and ask your Electorate Manager if you have any questions.

Each voting team will consist of a Team Manager, who has overall responsibility for the voting team, and issuing officers. Each team will be accompanied by a Justice of the Peace (JP) when visiting care homes, but not prisons, Police stations or Defence Force Bases.

## Schedule and EM briefing

- The schedule of visits for the team will be organised by the Electorate Manager (EM) or Logistics and Supplies Manager (LSM) and recorded on M40-VTPLAN.
- All teams will have at least two people, including the Team Manager.
- You should receive a briefing from the Electorate Manager before the first day of voting about the specific duties for your team.
- Ensure you comply with facility requirements such as wearing an ID tag and security checks. Your EM or LSM will provide you with more details on what will be required and if there are any known hazards that you need to be made aware of.

## Your role

Your role in a voting team is very different from other staff issuing votes in voting places because:

- You will be a visitor when you are issuing votes
- While staff at the facility are likely to assist you, their main priority is the service they are providing (for example, caring for patients)
- Voters at care homes are likely to be in a private space such as a bedroom or a ward, so be mindful of this and act appropriately
- Voters may have a medical condition and/or be receiving treatment at the time you are issuing votes.

Allow up to 15 minutes for issuing each vote and some extra time to move from one voter to the next.

## The voter's experience

Every person has the right to cast their vote in a way which respects their privacy and provides them with the freedom to make their own decision. You should be supportive to all voters. Every effort must be made to ensure the secrecy of their vote.

All staff should be sensitive to any special needs the voter may have because of their age, language or disability. For example voters with intellectual disabilities have the right to vote and should be supported as required, although they may have a support person with them.

Your EM or LSM should have checked with care home staff about the best times to issue votes to residents and whether there are any requirements you should be aware of.

For example consider whether patients can move without assistance.

Offer help where needed and ensure voters feel respected – ask yourself how you would like to be treated.

### During voting

- You may need the help of facility staff to determine whether a person wishes to vote or whether a person requires assistance to vote. Keep in contact with facility staff during voting
- If a voter needs assistance to vote, they can choose who helps them. For example they may choose a facility staff member, a family member if present, or the JP accompanying the team
- If a voter wishes to make a vote, then it is your role to enable that and to make every effort to ensure the voter's privacy and the secrecy of their vote is maintained
- To assist voters with enrolment forms or special vote declarations in care homes, you may wish to ask staff for the correct mailing address
- Keep an eye on the ballot boxes. Voters must place their ballot paper in the ballot box; they are not permitted to keep them if they change their mind about voting
- When moving between facilities, ensure that voting materials are not left unattended at any time, including in cars.

## Prisons

The LSM will contact prison managers to organise prison voting. An estimate of the number of eligible prisoners will be provided to the Team Manager prior to the voting team conducting any prison visits.

### Security requirements

The LSM will advise the voting team about security requirements such as ID tags, security checks, prison procedures and safety guidelines. They will also maintain contact with prison management and resolve any issues as they arise.

Prison management should provide you with a secure room with tables and chairs for voting. Do not issue votes in an open prison area - ask for a secure room if one is not provided.

### Vote issuing

You will issue votes to prisoners being held on remand or who are sentenced to less than 3 years in prison. If a prisoner is not enrolled and wants to vote, issue the prisoner with a special vote and ask them to complete an enrolment form. Make sure that the prisoner provides their residential address prior to going to prison on the enrolment form - not the prison address.

## Prisoners in police cells

The LSM will contact Police station management to organise how Police cell voting will be conducted. Arrangements will be made for the voting team to visit Police stations before 12pm on Election Day. This will ensure any prisoners held in Police cells on Election Day are given a reasonable opportunity to vote.

These will all need to be issued as Special Votes and returned to electorate headquarters before 7pm on Election Day.

### Personal safety

Voting teams experience a wide range of situations. If at any stage during your duties you feel uneasy about a situation or environment, issuing officers should talk with your Team Manager and the Manager should contact the Electorate Manager as soon as possible.

As you move through the facility be aware of any hazards such as electrical cords in working spaces, or wet floors if it has been raining.

Make sure the Electorate Manager is able to contact the Team Manager at any time using the mobile phone assigned to your team, other than at facilities where mobile phones are not permitted, such as prisons.



## Before leaving home

Check that you have:



- Enough time to get to the facility
- Chosen clothes and shoes for comfort and that would not be considered inappropriate or politically biased
- Packed reading glasses and any medication (if required)
- Packed any personal identification, such as photo id, required at the voting location and are aware of any restricted items, such as mobile phones
- Packed this and your other PIM(s)

## When travelling to and from the facilities

The driver must:

- Hold a current driver's licence, for the class of vehicle being driven
- Assess hazards when driving, drive within the legal speed limits and drive to the conditions
- Wear a safety belt at all times (driver and passengers)
- Comply with all traffic legislation and report any accidents or damage to the Electorate Manager.

**Note:** Always have your Commission issued mobile phone with you and have it switched on, with location enabled. Use Google Maps on the mobile phone if required to help you navigate between locations. Ensure that you have the phone numbers for electorate headquarters, the EM and LSM with you, preferably loaded into the contacts of the phone.

## Before voting begins

- The facility contact must meet the team and provide a briefing, such as explaining emergency, any hazards at the site, and the location of facilities such as toilets
- The Team Manager must provide the JP with their briefing (see next page)
- All staff and the JP sign in on Form S - Staff and introduce themselves
- All staff, but not the JP, have an electoral official vest to wear with their ID card.

## Justice of the Peace (JP)

The Justice of the Peace is an independent observer of the voting process who is present to maintain the integrity of the electoral system.

JPs must follow the instructions of the Team Manager and any requirements of the facility. They are not members of the issuing team and are not permitted to issue votes or handle EasyVote cards.

JPs are not permitted to intervene if they see anything that is of concern to them, but should report the matter to the Team Manager in a timely way.

Justices of the Peace can only assist a voter if asked by that voter to help.

If a JP acts outside what they are permitted to do, the Team Manager will:

- Ask the JP to refrain from what they are doing, reminding them that their role is to oversee and observe the procedures but not to become involved in them
- If the JP continues to intervene, the Team Manager will contact the EM and inform them of the situation.



## Briefing for Justice of the Peace by the Team Manager

The Team Manager will provide JPs with the following briefing before the start of vote issuing:

"My name is [say your name] and I am the Voting Team Manager today. If you have any questions or concerns about what you observe during voting, please let me know and I will assist you the best I can. If I cannot answer your question or concern, I will put you in contact with my Electorate Manager.

To help me and my staff today, please follow the rules of what a JP can and can't do.

- You are here as an independent observer of the voting process. You cannot issue votes or intervene in the voting process
- A voter may choose to ask you to assist them with their vote. This is entirely the voter's choice and they can also choose to receive help from a facility staff member or a family member if they are present
- You must not blog or otherwise communicate via social media about what is happening during voting."

Note: JPs are not required to complete a Declaration of Secrecy. They should have their own name badge to wear at the facility.



## Briefing for staff by the Team Manager

### Before voting starts every day

Take time every morning to brief and remind staff:

- When they will have their breaks: depending on the number of hours they are working. This may include morning tea (10 minutes), lunch (30 minutes) and afternoon tea (10 minutes)
- To switch off mobile phones and other devices while they are working. Mention that you will have the voting team mobile phone switched on so that the Electorate Manager can contact you at any time
- The priorities during voting:
  - **Keep votes safe: watching the ballot boxes, packing up materials while on breaks**
  - **Voters' details are private: only use the information for the purpose of issuing votes**
  - **Maintain secrecy: no posting on social media about what is happening, no photos taken by staff or voters during voting**
- To look after the needs of voters
- To follow vote issuing processes and that accuracy is more important than speed. Mention that you will be checking for this as they issue votes during the day
- That the voter in front of them is their primary focus.
- Whether you will have access to eRoll on the mobile phone to check the details of any voter as necessary.

## Supplies

<input type="checkbox"/>	Ensure that spare voting materials are kept secure
<input type="checkbox"/>	When distributing satchels to issuing officers check that each contains the relevant issuing point stamp, ballot papers, electoral rolls, declarations and enrolment forms. Provide two ballot paper pads or declaration packs to begin with.
<input type="checkbox"/>	Each satchel should have red and black pens, a ruler, black stickers, party list (E15) for any voter wishing to view
<input type="checkbox"/>	Keep one pad of E2 special vote ballot papers as a master to photocopy from if required. Do not issue these papers
<input type="checkbox"/>	You will be provided with a Team Manager's folder that contains all the paperwork and forms you will need.



As appropriate for the facility instruct staff to:

- Set up free-standing voting screens (E124) in groups of two, about one metre from the wall, so the voter has their back to the wall when voting
- Set up table-top screen(s) and seating for elderly voters and voters with disabilities
- Set up your issuing desk using the instructions given in your E3-2 PIM (page 30 & 31).

Instruct staff to set up the ballot boxes:

- Check that the ballot boxes are empty
- Seal the ballot box with a numbered seal and record the seal number on the panel on the cardboard ballot box or on the form in the pocket of the collapsible ballot box.

Note: If you are using a collapsible ballot box and it becomes full, the seal cannot be broken before Election Day. In this case you will need to use a second ballot box.

## Leaving a facility

All materials must be packed up appropriately before leaving a facility. The ballot boxes must remain sealed. When transporting materials by car, keep voting materials out of sight, such as in the boot, and do not leave unattended at any time.

You may be asked by members of the public about your role or what you are doing with election materials outside of the voting place. Give a short polite answer and provide the person with the Electorate Manager’s phone number if they are insistent with their questioning.

For bedside voting, a mobile voting screen (E127) may be used to provide privacy, or the curtains around the bed if in a shared room



Free standing voting screen (E124)



Top half of screen being used for table top voting



Collapsible ballot box (E172)

## eRoll:

- The mobile phone may be used by the Team Manager to look up the voter's details if you cannot determine which electorate they are enrolled in.
- It does not contain voters who are on the unpublished roll, as the details of these people are not released publicly for privacy or safety reasons. Only the Registrars of Electors have access to this information
- It is a live look-up so will show everyone who is enrolled to vote, including those who have enrolled recently
- The mobile phone will not be permitted to be taken into prisons.

## Dormant roll:

- If the Commission loses contact with a voter, for example a letter to a voter cannot be delivered to them, the voter's enrolment may be moved onto the dormant roll.

This will appear in eRoll as:

**Person is on Dormant roll.  
Provide enrolment form for them to update their details.**

- The voter can update their details using an enrolment form. They will also need to cast a special vote.
- If voters of Māori descent are unsure which roll they were previously enrolled on, call the enrolment helpdesk (0800 36 76 56) for advice.

## Using eRoll

1

Tap

Login

Enter your user name  
and password if prompted



### TERMS & CONDITIONS

By signing in, you agree to

- only use the information for Electoral Commission business purposes
- respect voter privacy as outlined in the training
- comply with the Electoral Commission's Code of Conduct

Login

2

Tap the electorates  
your voting place is  
issuing ordinary votes for

Save

Note: tap a highlighted  
electorate to unselect

**Electorates**

Select the electorates your voting place issues ordinary votes for

01 Auckland Central	37 Panmure North	63 Whangaparāoa
02 Banks Peninsula	38 Papakōwhiri	64 Whangārei
03 Bay of Plenty	39 Porirua	65 Wigram
04 Botany	40 Rangiitua	66 Hauraki-Waikato
05 Christchurch Central	41 Rangiora	67 Ikaroa-Rāwhiti
06 Christchurch East	42 Rangitikei	68 Tāmaki Makaurau
07 Coromandel	43 Rodney	69 Te Tai Hauāuru
08 Dunedin	44 Roxburgh	70 Te Tai Tokerau
09 East Coast	45 Selwyn	71 Te Tai Tonga
10 East Coast Bays	46 Southland	72 Waikariri

Clear Save

3

Check the correct electorates  
are listed.

Go to search

**Start**

Back to electorates

Ordinary vote electorates

33 Ōhāriu 71 Te Tai Tonga

Unpublished Go to search

## Using eRoll continued

4

Enter the voter's details into the search fields:

*Only enter the first 4 letters and '.'*

- **First name(s)**
- **Last name** (surname or family name)
- **Select month of birth**

Tap **SEARCH**

All three fields need to contain information.

Search

Back to Start New Search

Person Search Address Lookup

Type the first 4 letters and .

First name(s)

Surname or family name

Voter has one name only

Month of birth

January February March

April May June

July August September

October November December

SEARCH

5

eRoll will show a list of voters that match the details you have entered.

Ask the voter their **address** and tap the matching record.

*Note: do not show the voter the details on the mobile phone for privacy reasons.*

Search Results

New Search Refine Search

Search Details

First Name(s) Surname Month

October

Matching Details

Your search returned 1 result(s). Ask for the voter's address.

Unpublished Enrolment

6

Copy the information shown on screen to a purple card and give it to the voter.

Direct them to the correct queue in the voting place.

Tap **New Search**

Voter's Details

New Search Back to Results

Voter Details

First Name(s) Surname Address

Update

Electorate Page Line

33 OHARIU

Ordinary vote  Special vote

Not on printed roll

Out of electorate

Enrolment

Initial

1

If there are no results that match the voter's details, ask the voter:

- if you have the correct spelling
- if they are known by any other names
- if they could be on the unpublished roll. If yes, tap **Unpublished** .
- if you still are unable to find the voter, tap **Enrolment** .

**Search Results**

New Search Refine Search

**Search Details**

First Name(s)	Surname	Month
[Redacted]	[Redacted]	March

No results found. Ask the voter:

- if known by other name(s)
- if spelling is correct
- if on unpublished roll

If you can't find the voter, use Enrolment

Unpublished Enrolment

2

If the voter only has one name then tap the  **Person has one name only** tick box

**Search**

Back to Start New Search

Person Search Address Lookup

Type the first 4 letters and .

Name

**Person has one name only**

Month of birth

January	February	March
April	May	June
July	August	September

3

If there are more than 25 results from a search, you will get a red warning message above the results.

This could mean that the voter's details do not appear in this list.

Tap **Refine Search** and add more details to their name(s)

**Search Results**

New Search Refine Search

**Search Details**

First Name(s)	Surname	Month
[Redacted]	[Redacted]	August

**Matching Details**

Your search returned more than 25 results. The first 25 results are displayed

For a better outcome try:

- Using the voter's full first name
- Using the voter's full surname
- Using the voter's middle name

If you can't find the appropriate match, choose 'Enrolment'

## Using eRoll - update address

1

If a voter gives you a different address from what is shown on screen you may be able to use eRoll to update their address.

Confirm that the address is a previous address for the voter.

Then tap **Update**

Voter's Details

New Search Back to Results

**Voter Details**

First Name(s) | Surname | Address

**Update**

Electorate	Page	Line
33 OHARU		

Ordinary vote  Special vote

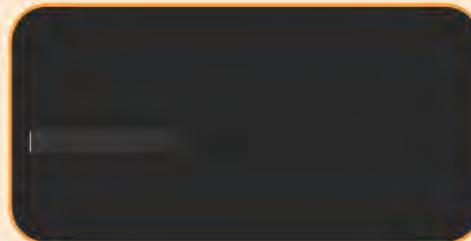
Not on printed roll

Out of electorate

Enrolment

2

Start typing the voter's new address and select from the drop down list. *If the address does not appear then select "no matching address found" at the bottom of the list.*



3

Ask the voter if they have been living at that address since 15 September this year and tap

No **or** Yes

Update Address

New Search Back to Details

**Voter Details**

First Name(s) | Surname | Address

Enter the voter's current home address

Was the voter living at this address by 15 September 2023?

No Yes

4

Ask the voter to confirm their full date of birth and tap

No **or** Yes

Update Details

New Search Back to Address

**Voter Details**

First Name(s) | Surname | Address

Ask the voter to confirm their full date of birth. Does it match: 06 April 1974?

No Yes

## Using eRoll - update address

5

Ask the voter for their mobile phone number.

Note: if the voter does not want to give their phone number or doesn't have a mobile phone select  Voter has provided no additional contact info.

The screenshot shows the 'Update Details' screen. At the top, there are links for 'New Search' and 'Back to Address'. Below this is the 'Voter Details' section, which includes input fields for 'First Name' and 'Surname'. A confirmation question asks, 'Ask the voter to confirm their full date of birth. Does it match: 06 April 1974?' with 'No' and 'Yes' buttons. Another question asks, 'Ask the voter for their mobile phone number in case they need to be contacted about their enrolment:' with an input field and a checkbox labeled 'Voter has provided no additional contact info.'.

6

Ask the voter to check their details on the screen, read the declaration and sign on the screen

Tap

The screenshot shows the 'Confirm Details' screen. It features a 'New Search' link and a 'Back to Details' button. A pink message box states: 'New address is in the same electorate. Ask the voter to sign to confirm the change to their current home address.' Below this are input fields for 'First name:', 'Last name:', 'Date of Birth:' (with a dropdown menu showing 'April 1974'), 'Previous home address:', and 'Current home address:'. A 'Phone number:' field is partially visible at the bottom.

The screenshot shows a declaration screen. It starts with 'I declare that:' followed by a bulleted list: 'I am eligible to enrol at the address I provided in this application', 'All the information I have provided is true and correct, and', and 'I understand that giving false or misleading information is a criminal offence.' Below the list is a 'Signature:' label and a large blacked-out signature area. At the bottom, there is a 'Clear signature' link and a 'CONFIRM' button.

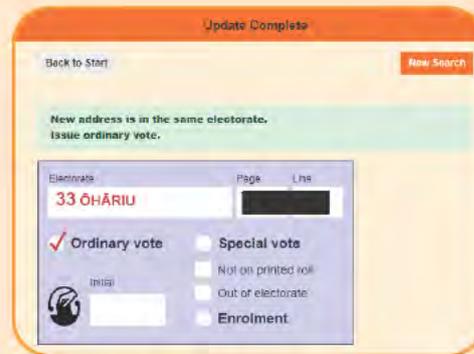
## Using eRoll - update address

7

Copy the information shown on screen to a purple card and give it to the voter.  
*Then direct them to the queue for ordinary votes.*

Tap 

*Note: If the voter does not meet the criteria to complete an electronic update, the voter can fill in a paper enrolment form and receive a special vote*



Update Complete

Back to Start New Search

New address is in the same electorate.  
Issue ordinary vote.

Electorate	Page	Lns
33 OHARIU		

Ordinary vote  Special vote

Not on printed roll  Out of electorate

Enrolment

Initials 

## End of day processes

Follow the processes as given in your PIMs for the end of day processes, as in a voting place. Issuing votes pages 34 - 35, Managing a Voting Place pages 27 - 41.

The key tasks are:

- All materials must be accounted for and reconciliation completed each day that the voting team operates
- Use Form Q - Daily Report to record any details of the day's voting to discuss with the EM or LSM
- Ask all staff and the JP to complete their timesheet on M37-VPTIME and sign out on Form S, before leaving for the day
- If you are driving your own car, keep accurate records of your mileage to record on a M38-EXPENSE claim form.

## Delivering takeaway votes

The voting team may be called on if a person needs their vote delivered and/or picked up.

You should:

- Work in pairs
- Wear your orange Electoral Official vest and name label, clearly identifying yourself as an electoral official
- Record who you travelled with, the address(es) you visited and the time you were at the address, on the M40-VTPLAN