

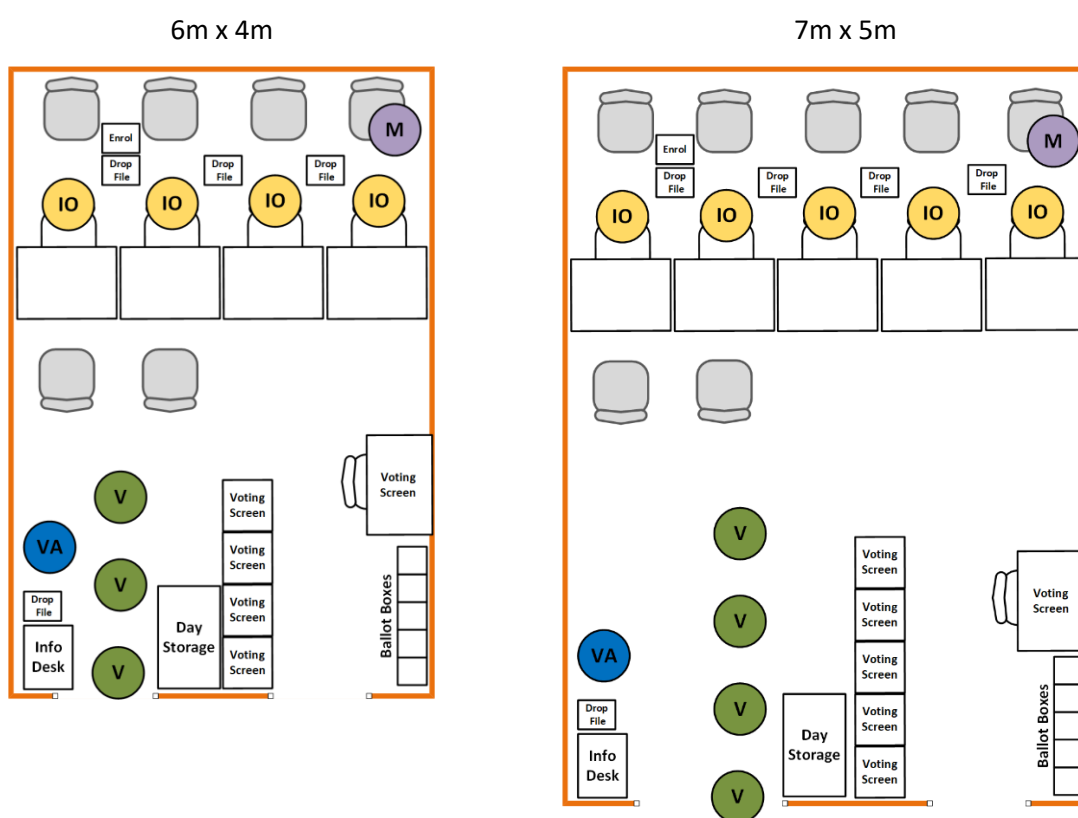
## Delivering voting services in partnership with Foodstuffs North Island (FSNI)

### Overview

This document sets out the Electoral Commission and FSNI's joint approach to delivering voting services in Pak'N Save stores. Electorate Managers will arrange site visits to assess and determine whether a voting place could be provided in the foyer area of a site. In some circumstances where instore space is limited, the use of a marquee in the carpark may be investigated. We may also consider any enrolment needs and whether a enrolment information (small booth) could be provided before voting begins.

### Minimum space requirements

These are some model voting place layouts. It is likely a 6m x 4m model will be used in regional and rural locations, and a 7m x 5m model will be used in urban locations.



### Planned mitigations

In order to deliver the best possible voting experience with minimal impact on business operations, the following mitigations have been put in place to ensure the successful delivery of voting services in Pak'N Save stores.

Mitigation	Description
Increased vote issue rate for 2023	<p>Each issuing officer will issue a greater number of votes per hour this election.</p> <p>While the last election contained both a parliamentary and referendum ballot paper, 2023 will only contain a parliamentary ballot paper.</p> <p>In practice, this means greater voter throughput, reduced queuing and less space needed as less staff and supplies are required to deliver the same service.</p>

Role of the Voter Assistant	<p>This is a key role in the voting place as they manage the flow of voters and help them get ready to vote.</p> <p>The Voter Assistant has access to an application on a mobile phone to look up voters and make address changes. This helps speed up the vote issuing process for unprepared voters.</p> <p>Additional Voter Assistants can be added to a busy voting place to help manage queues.</p>
Ability to expand the number of issuing officers	<p>In locations where space allows, voting places have the ability to expand the number of issuing officers to meet the demand of voters during peak periods.</p> <p>As an example, a voting place could shift from 6m x 4m model to a 7m x 5m model (see above).</p>

### General requirements

What	Description
Equipment delivery	Equipment will be delivered to each site in advance of voting beginning and will need to be stored until the voting place is set up.
Security of voting materials	Key voting materials need to be stored securely each night. Every Electorate Manager will determine whether this can be done onsite in a room with limited access or returned to the electorate's HQ.
Security guards	It is expected security guards will operate in most sites. These can be provided by the Electoral Commission through our national contract with Allied Security, or alternatively onsite guards can be utilised.
Equipment	During the voting period, large equipment can be left in place overnight e.g., voting booths, issuing desks and chairs.
Staff access to facilities	It is preferable voting place staff have access to toilets and the staff room for breaks, where possible.
Advertising	<p>The Electoral Commission undertakes a nationwide campaign during election year. All voting places are advertised to the public through multiple channels e.g., website, social media and EasyVote pack.</p> <p>We provide sites with a range of posters and signage to direct voters to the location of the voting place.</p>
COVID-19	Voting place staff and voters have access to PPE such as hand sanitiser and masks if they chose to use it.

### Key dates in 2023

Date	Description
February	Electorate Managers begin
March/April	Electorate Managers assess potential voting place sites
2 June*	A draft list of voting places is sent to political parties
4 August*	All voting places are signed off by the Chief Electoral Officer
9 August*	All voting places are publicly advertised
Voting period	Mon 4 Sept – Sat 16 Sept*

\*these dates are subject to the announcement of the election date. The current planning assumption is Saturday 16 September.