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**From:** Information Management Team  
**Sent:** Friday, 30 April 2021 2:30 PM  
**To:** [REDACTED]  
**Subject:** RE: Councillor workshops  
**Attachments:** Response Letter to Official Information Request.pdf

Tēnā koe [REDACTED]

Please find attached the response to your first question.

Please note the requesters details have been withheld under section 7(2)(a) of the Local Government Official Information and Meetings Act to protect the privacy of a named individual.

We have also provided a response to question two below. The remaining information will be sent to you at a later date, and before the 20 working day deadline.

Questions 2) I note that the article mentions that many of your council's workshops are open to the public. Are they publicly notified?

Yes, on our website.

Are they live-streamed?

No.

Here is a link to the information on our website relating to this question - <http://www.huttcity.govt.nz/Your-Council/meetings> This includes copies of presentations made at briefings.

Nāku noa, nā,  
Hutt City Council

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**From:** [REDACTED]  
**Sent:** Friday, 30 April 2021 2:03 PM  
**To:** Information Management Team  
**Subject:** Re: Councillor workshops

Much appreciated

[REDACTED]

[REDACTED]

[REDACTED]

**From:** Information Management Team <informationmanagementteam@huttcity.govt.nz>  
**Sent:** 30 April 2021 14:01  
**To:** [REDACTED]  
**Subject:** RE: Councillor workshops

Tēnā koe [REDACTED]

Thank you for your email. Confirming we will get a the copy of the information release to you today.

Nāku noa, nā,  
Hutt City Council

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**From:** [REDACTED]  
**Sent:** Friday, 30 April 2021 11:01 AM  
**To:** Information Management Team  
**Subject:** Re: Councillor workshops

Kia ora

I am following up on my request.

The first item was a copy of an existing release made to a media organisation that has reported on it - would you therefore please expedite this part of my request and provide it to me on an urgent basis?

Nga mihi

[REDACTED]

[REDACTED]

[REDACTED]

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**From:** Information Management Team <informationmanagementteam@huttcity.govt.nz>  
**Sent:** 23 April 2021 09:55  
**To:** [REDACTED]  
**Subject:** RE: Councillor workshops

Tēnā koe [REDACTED]

**REQUEST FOR INFORMATION - LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987: ACKNOWLEDGEMENT OF REQUEST**

I am writing to acknowledge receipt of your official information request dated 22 April 2021 for information regarding Councillor workshops.

We received your request on 22 April. We will endeavour to respond to your request as soon as possible and in any event no later than 20 working days after the day your request was received. If we are unable to respond to your request by then, we will notify you of an extension of that timeframe.

If any additional factors come to light which are relevant to your request, please do not hesitate to contact us so that these can be taken into account.

Nāku noa, nā,

Hutt City Council

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**From:** [REDACTED]  
**Sent:** Thursday, 22 April 2021 4:19 PM  
**To:** Jon Hoyle  
**Subject:** Councillor workshops

Kia ora

There was a recent Local Democracy Reporter story on council workshops in which they requested figures regarding the numbers of councillor "workshops" being held.

<https://www.rnz.co.nz/news/ldr/439407/secret-council-workshops-the-black-hole-of-transparency>



## Secret council workshops: The 'black hole' of transparency | RNZ News

Last week, Local Democracy Reporting revealed a Rotorua man has complained to the Office of the Ombudsman about Rotorua Lakes Council's refusal to provide detailed information on the content of its public-excluded workshops. Now, an information request reveals most New Zealand councils are holding ...

[www.rnz.co.nz](http://www.rnz.co.nz)

- 1) Please provide a copy of your information release to LDR.
- 2) I note that the article mentions that many of your council's workshops are open to the public. Are they publicly notified? Are they live-streamed?
- 3) Please provide a list (ie dates and topics) of all council workshops held in 2021 and any scheduled for the remainder of 2021. Please indicate which of these were/are open to the public.

I trust that this request has been framed in a way that will not require a significant amount of collation - I would be more than happy to discuss or clarify my request if it will expedite a response.

Nga mihi/kind regards

[REDACTED]

[REDACTED]

29 January 2021

7(2)(a)

7(2)(a)

Kathryn Stannard  
Democratic Services  
5706942  
[kathryn.stannard@huttcity.govt.nz](mailto:kathryn.stannard@huttcity.govt.nz)

Dear 7(2)(a)

**Request for Information – Local Government Official Information and Meetings Act 1987**

We refer to your request dated 10 December 2020 for information regarding closed door meetings. Please find our responses to your questions below in red.

1. The total number of full and extraordinary council meetings for the past three calendar years, broken down by each year. For example 2018, 2019 and 2020.

Please refer to the link to our website:

<http://infocouncil.huttcity.govt.nz/>

Use the filter function at the bottom of the page for each year to obtain total number of full and extraordinary meetings

2. The number of full and extraordinary council meetings where a public excluded session applied. Please list break down by full and extraordinary meetings.

2018 = total 8 (seven ordinary Council meetings and one extraordinary Council meeting)

2019 = total 7 (six ordinary Council meetings and one extraordinary Council meeting)

2020 = 4 (three ordinary Council meetings and one extraordinary Council meeting)

3. The total number of committee meetings held by the council for each of the three years, broken down by each year.

Please refer to the link to our website:

<http://infocouncil.huttcity.govt.nz/>

Use the filter function at the bottom of the page for each year to obtain total number of full and extraordinary meetings

4. The number of committee meetings where a public excluded session applied.

2018 = total 3

2019 = total 3

2020 = 0

5. The total number of council workshops held for each of the three years, broken down by year.

2018 = total 47

2019 = total 25

2020 = total 27

6. Please state if any of the workshops did NOT entirely exclude the public and if so how many?

2018 = total 24

2019 = total 20

2020 = total 25

7. Please state whether your mayor/chairman is involved in a district/region-wide mayoral or chairman forum and if so, the regularity of the forum and whether that forum is open to the public.

Mayor Barry is involved in district/region wide mayoral forum. These are bi monthly and quarterly and they are not open to the public.

8. Please state whether the council is part of a region-wide meeting of councils and if so the regularity of that meeting and whether it is open to the public.

There is no region-wide meeting of councils.

9. Please provide the attendance rate of each current council member including the mayor/chairman from October 1, 2019 to date. For example, how many council and committee meetings was the member expected to attend during that time, and how many did they attend? Please break down by month from October 2019 to December 2020.

2019	November Meetings	December Meetings
Mayor Barry	1/1	1/1
Deputy Mayor Lewis	1/1	1/1
Cr Bassett	2/2	1/1
Cr Briggs	2/2	1/1
Cr Brown	1/1	1/1
Cr Dyer	2/2	1/1
Cr Edwards	1/1	1/1
Cr Hislop	1/1	1/1
Cr Milne	1/1	1/1
Cr Mitchell	1/1	1/1
Cr Rasheed	1/1	1/1
Cr Shaw	2/2	1/1
Cr Sutton	1/1	1/1

2020	Mayor Barry	DM Lewis	Cr Bassett	Cr Hislop	Cr Briggs	Cr Sutton	Cr Milne	Cr Brown	Cr Mitchell	Cr Rasheed	Cr Shaw	Cr Dyer	Cr Edwards
February	1/1	1/1	1/1	1/1	2/2	1/1	1/1	1/1	1/1	1/1	2/2	2/2	1/1
March	5/5	3/4	4/5	3/5	4/5	5/5	2/4	5/5	5/5	2/5	3/5	5/5	4/5
April	1/1	1/1	1/1	1/1	1/1	1/1	1/1	1/1	1/1	1/1	0/1**	1/1	1/1
May	5/5	4/4	4/4	4/5*	5/5	5/5	3/4	5/5	5/5	5/5	4/5**	5/5	5/5
June	2/2	2/2	3/4	2/2	2/2	2/2	2/2	2/2	2/2	2/2	2/2	2/2	2/2
July	3/3	3/3	4/4	3/3	3/3	3/3	3/3	3/3	3/3	1/3	2/3	3/3	3/3
August	2/2	1/1	1/1	0/2*	3/3	2/2	0/1	2/2	2/2	1/3	2/3	3/3	2/2
September	5/5	4/4	4/5	2/5*	5/5	5/5	3/3	5/5	5/5	4/5	5/5	5/5	5/5
October	2/2	1/1	1/2	2/2	2/2	2/2	0/1	2/2	2/2	1/2	2/2	2/2	2/2
November	3/3	2/2	4/4	3/3	2/4	4/4	0/1	3/3	3/3	4/4	4/4	2/3	2/3
December	2/2	2/2	2/2	2/2	2/2	2/2	2/2	2/2	2/2	2/2	2/2	2/2	2/2

\* Family illness and Bereavement Leave

\*\* Bereavement Leave

If you have any issues with our response or wish to discuss this decision with us, please feel free to contact me.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Yours sincerely

*K E Stannard*

Kathryn Stannard

**HEAD OF DEMOCRATIC SERVICES**

Copy: Mayor and Councillors

**From:** [Information Management Team](#)  
**To:** [REDACTED]  
**Subject:** RE: Councillor workshops  
**Date:** Friday, 21 May 2021 3:59:00 PM  
**Attachments:** [Council briefings 2021.pdf](#)

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Tēnā koe [REDACTED]

## **Request for Information – Local Government Official Information and Meetings Act 1987**

We refer to your official information request dated 30 April 2021 for information regarding council workshops.

On 30 April we provided you a response to two of your questions.

Please find attached a document which provides an answer for your last question:

*Please provide a list (ie dates and topics) of all council workshops held in 2021 and any scheduled for the remainder of 2021. Please indicate which of these were/are open to the public.*

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Nāku noa, nā

Hutt City Council

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Date	BRIEFINGS 2021 (ALL BRIEFINGS UP TO MAY 2021 WERE OPEN TO THE PUBLIC)
27/01/2021	Riverlink , Spatial Plans and Communications & Engagement with the Long Term Plan
11/02/2021	City's Economic Outlook for next few years (Infometrics)
11/02/2021	Update from Whaitua Committee
11/02/2021	Ratepayer Financial Scheme (LGNZ)
24/02/2021	Wellington Water: Water supply system
24/02/2021	Price Waterhouse Coopers 3 Waters Reform
10/03/2021	Wainuiomata town centre - framework
10/03/2021	Elected Members Code of Conduct
7/04/2021	Neighbourhoods & Communities Approach
7/04/2021	Knowing your Pipes
7/04/2021	Silverstream Landfill and Outcomes Framework
21/04/2021	Council's role in developing a resilient food network
13/05/2021	Summary of Long Term Plan Submissions
13/05/2021	Riverlink Update
13/05/2021	Petone Wharf Update
13/05/2021	Cycling and micro-mobility business case
2/06/2021	Long Term Plan, Creative HQ and Community Funding Approach
16/06/2021	Council's Naming Policy, Seaview Wharf Resilience and Wainuiomata Streetscape
7/07/2021	Climate Change
21/07/2021	Topics yet to be confirmed
4/08/2021	Topics yet to be confirmed