

**From:** Information Management Team  
**Sent:** Monday, 30 May 2022 2:04 pm  
**To:** s7(2)(a)  
**Subject:** Information request clarification

Kia ora Grant

Further to your email of 24 May 2022:

*Could you please send me of any excerpt of any document that refers to the Councils Democratic Services Departments responsibility to the public?*

I refer you to the link to Council's website page for Tō tātou mahere ā-ngahurutanga 2021-2031, Council's 10-year plan. Page 80 refers to the Democratic Services activity. See:  
[www.huttcity.govt.nz/council/annual-plans-and-publications/annual-plans-and-long-term-plans](http://www.huttcity.govt.nz/council/annual-plans-and-publications/annual-plans-and-long-term-plans)

*I'm trying to uncover who or what (document) gives parameters / safety, advice as to how and when Councillors (and staff) may venture to meet the public.*

I refer you to the link on Council website page for the Code of Conduct for Elected Members which sets out the standards of behaviour expected from elected members in the exercise of their duties.  
[www.huttcity.govt.nz/council/meet-your-council/what-council-does](http://www.huttcity.govt.nz/council/meet-your-council/what-council-does)

*The CEO (and Democratic Services staff) tried to prevent me from speaking at a full Council meeting, because what I had to say wasn't on the agenda. The mayor permitted me to address Council.*

I refer you to the link to Council's website page for Council's Standing Orders which deals with public comment (sections 15-15.5) and statutory references (Local Government Act 2002, Local Government Official Information and Meetings Act 1987 and Local Authorities (Members' Interests) Act 1968).  
[www.huttcity.govt.nz/council/meet-your-council/what-council-does](http://www.huttcity.govt.nz/council/meet-your-council/what-council-does)

This response will be published on the Hutt City Council's website.

Ngā mihi

**Susan Sales**

Ringa Āwhina Tāhūhū ki Te Koromatua | Senior Advisor

Te Kaunihera o Te Awa Kairangi | Hutt City Council, [30 Laings Road](#), Private Bag 31912, Lower Hutt 5040, New Zealand  
Paetukutuku: [www.huttcity.govt.nz](http://www.huttcity.govt.nz)

**From:** s7(2)(a)  
**Sent:** Tuesday, 24 May 2022 1:05 pm  
**To:** Information Management Team <informationmanagementteam@huttcity.govt.nz>  
**Subject:** [EXTERNAL] Information request clarification

Dear Susan,

I want to take the opportunity in thanking you for your prompt replies to my (numerous) requests.

To try to clarify points two and three, as requested:

- *Does your department of Democratic Services include the Democratic rights of citizens?*

Democratic Services administers the democratic processes as far as Council is concerned. Could you please send me of any excerpt of any document that refers to the Councils Democratic Services Departments responsibility to the public.

- *What Policy does Council rely on, to cancel Citizens interaction with Council?*

Firstly, I have requested meeting with the CEO and other Councilors from time to time. Presumably the CEO and Councilors make themselves available or not. However, Councilor Mitchell claims he is interested in what citizens have to say, yet when I requested a meeting on a recent contentious issue, I never heard back from him, which I thought rude. I'm trying to uncover who or what (document) gives parameters / safety, advice as to how and when Councilors (and staff) may venture to meet the public. This is a core issue of the democratic process.

Secondly, the CEO (and Democratic Services staff) tried to prevent me from speaking at a full Council meeting, because *what I had to say wasn't on the agenda*. The mayor permitted me to address Council. I know there are rules such as not criticizing Council staff, which is fair enough. But I'm unsure what else Council relies on that supersedes the NZ Bill of Rights. Could you please assist in clarifying this for me.

Kind regards,

Grant Birkinshaw