

30 November 2021

Kia ora

**Request for Official Information responded to under the Local Government and Official Information and Meetings Act 1987 (LGOIMA) (the Act) – reference: OIR 2122-98**

I refer to your information request of 12 October 2021 regarding the representation review and your 2 November 2021 email identifying which of your original questions have subsequently been answered by the Council meeting on 11 November 2021. You clarified that your focus is on the process prior to the release of the Empathy Report. I have also noted your new questions, and that we can combine questions where appropriate.

Our answers are provided below:

- 1. Were all staff involved in the hiring of Empathy design vetted to ensure there was no conflict of interest by way of direct involvement or relationships with owners or employees of Empathy.***

Yes and no conflicts of interest were identified.

- 2. How did the Empathy report address KCDC's commitment to Te Tiriti O Waitangi in vetting of potential interviewees and places where interviews were conducted?***

Empathy Design were tasked with reaching hard to engage communities through preliminary engagement activities to inform the development of the representation review initial proposal. While Empathy did not adopt any specific criteria to engage with mana whenua, Empathy engaged with a broad range of voices in conducting its research. Council staff on the representation review project team engaged directly with its iwi partners through the Iwi Partnership team to seek their input at all stages of the representation review process.

- 3. How many of the persons interviewed by Empathy:***
  - a. were from the Otaki ward?***
  - b. from Otaki and were from our local Iwi?***
  - c. were women?***
  - d. were from the Rural community?***

Empathy Design have advised that are not able to provide such a breakdown to Council for the following reason:

*“Tabulated results are held in confidence by the core project team. People we engaged with were promised that individual responses would not be shared. Even if name*

*and contact details are removed, responses are very contextualised to each person's life, and is largely deemed to be 'person-identifying information'.*

As such, we are refusing this part of your request for information under section 17(g) of the Act on the basis that this information is not held by the Council.

**4. Meeting attendance:**

- a. how many of the 4 districtwide community board meetings, Otaki, Waikanae, Paraparaumu and Paekakariki, have the Mayor and Districtwide councillors attended in this triennium. I would like this information broken down into individual councillors/mayor and individual community board meetings please,**
- b. how many meetings the Mayor has attended in his term at EACH community board individually,**
- c. how many the Districtwide councillors attend at EACH community board.**

The minutes of all the above meetings, which include attendees, are published on the Council's website, therefore this aspect of your request is declined under 17(d) of the Act, that the information is publicly available.

**5. Structure and Resourcing of initial proposal:**

- a. What proposed costs were going to be involved in the new structure if Community boards were replaced by community committees and secretariat for councillors, if there was ever any consideration of these costs? If there was proposal of a new structure then there must have been some research into what that would cost?**
- b. What are the projected costs of the new arrangement for reaching our communities ie: Increased councillor hours, Secretary services to councillors, setting up of community groups and the costs of this.**
- c. In the new structure will the committee members be paid or voluntary.**
- d. How are committee members proposed to be selected for the community committees, selected or elected? If selected, by whom.**

The initial proposal (see Council agenda dated 26 August 2021) set out at a high-level options that Council could explore to foster a more direct connection between councillors and their communities. One of the options highlighted was neighbourhood fora or community panels "to be explored with individual communities to assess what best meets their needs." The initial proposal report signalled that the costs would be modelled once the representation arrangements were confirmed; however, it was estimated that the majority of the costs could be funded through existing budgets and resource allocation noting that the initial proposal sought to reallocate costs relating to existing community boards.

On 11 November 2021 Council adopted its final proposal which retains the status quo with minor adjustments to boundaries and separate community boards for Paraparaumu and Raumati. In light of the preliminary and consultation feedback, Council have signalled to staff that although they are retaining a community board structure, they wish to continue to explore ways to foster a more direct connection between councillors and their communities. The final proposal report noted that this could be achieved through the resources and initiatives outlined below, which would have a financial impact to be addressed through Council's annual plan process:

- additional training and support to strengthen existing community boards and their processes
- resources and initiatives to support a more direct relationship between councillors and their communities (i.e. secretariat support and meeting space for councillors, additional communications and engagement support, and enhanced customer case-management and follow-through).

As the final proposal adopted by Councillors is not compliant with the +/-10% rule set out in the Local Electoral Act 2001 (LEA), the proposal must be referred to the Local Government Commission for a binding determination under section 19V(4) of the LEA, which the LGC must make by 11 April 2022. In addition, if any appeals or objections are received before 13 December 2021 the proposal will be automatically referred to the LGC for a determination on these matters.

The final representation arrangements will not be known until the Local Government Commission has made its binding determination.

In the first half of next calendar year, staff will present options for responding to the broader feedback received through the representation review research and engagement to councillors for their consideration. Staff have not commenced this work so the information you have requested does not yet exist. As such, this aspect of your request is declined under section 17(e) of the Act.

**6. I request the voice recordings from all the meetings where councillors and staff discussed the proposal of the representation review.**

Please find attached video recordings of the meetings requested which includes the audio. If you find there are aspects that you cannot hear clearly, please contact us.

<b>27 August 2020: Council meeting</b>	Link to recording of meeting (agenda item starts at beginning of recording): <a href="https://www.youtube.com/watch?v=S9K_YscBNxE">https://www.youtube.com/watch?v=S9K_YscBNxE</a>
<b>29 October 2020: Council meeting</b>	Link to recording of meeting (agenda item starts at 34:30 of recording): <a href="https://www.youtube.com/watch?v=KISZIAo4grE">https://www.youtube.com/watch?v=KISZIAo4grE</a>
<b>10 December 2020: Council meeting</b>	Link to recording of meeting (agenda item starts at 47:31 of recording): <a href="https://www.youtube.com/watch?v=rRsFtg6l4aw">https://www.youtube.com/watch?v=rRsFtg6l4aw</a>
<b>6 May 2021: Council meeting</b>	Link to recording of meeting (agenda item starts at 16:24 of recording): <a href="https://www.youtube.com/watch?v=yp3vgRCYGe4">https://www.youtube.com/watch?v=yp3vgRCYGe4</a>
<b>26 August 2021: Council Meeting – Decision on Initial Proposal</b>	Link to recording of meeting (agenda item starts at 3:47 of recording): Part 1 - <a href="https://www.youtube.com/watch?v=Lumxwdx0Oc">https://www.youtube.com/watch?v=Lumxwdx0Oc</a> Part 2 - <a href="https://www.youtube.com/watch?v=Q7iStfpjuOg">https://www.youtube.com/watch?v=Q7iStfpjuOg</a>

<p><b>19 and 20 October 2021: Council Meeting - Submission Hearings</b></p>	<p>Links to recordings of submission hearings</p> <p><u>Tuesday 19 October 2021 (full day)</u></p> <p>Part 1 - <a href="https://www.youtube.com/watch?v=P57WwJIn7Uk">https://www.youtube.com/watch?v=P57WwJIn7Uk</a></p> <p>Part 2 - <a href="https://www.youtube.com/watch?v=iJrC36ZpRIA">https://www.youtube.com/watch?v=iJrC36ZpRIA</a></p> <p>Part 3 - <a href="https://www.youtube.com/watch?v=h-ICYbhX8uc">https://www.youtube.com/watch?v=h-ICYbhX8uc</a></p> <p>Part 4 - <a href="https://www.youtube.com/watch?v=9u28tg3d-Qs">https://www.youtube.com/watch?v=9u28tg3d-Qs</a></p> <p>Part 5 - <a href="https://www.youtube.com/watch?v=jJHKWpMXqBc">https://www.youtube.com/watch?v=jJHKWpMXqBc</a></p> <p><u>Wednesday 20 October 2021 (morning)</u></p> <p>Part 1 – <a href="https://www.youtube.com/watch?v=XPGCn62mLcM">https://www.youtube.com/watch?v=XPGCn62mLcM</a></p> <p>Part 2 – <a href="https://www.youtube.com/watch?v=4PeF9nFyqM0">https://www.youtube.com/watch?v=4PeF9nFyqM0</a></p>
<p><b>28 October 2021: Council Meeting</b></p>	<p>Link to recording of meeting (agenda item starts at 36:24 of recording):</p> <p><a href="https://www.youtube.com/watch?v=XPFEDuDvYZs">https://www.youtube.com/watch?v=XPFEDuDvYZs</a></p>
<p><b>11 November 2021: Council Meeting – Decision on Final Proposal</b></p>	<p>Link to recording of meeting:</p> <p>Part 1 - <a href="https://www.youtube.com/watch?v=dO_ou3Etgls">https://www.youtube.com/watch?v=dO_ou3Etgls</a> (starts at 5:17)</p> <p>Part 2 - <a href="https://www.youtube.com/watch?v=JFTIRSRbvIM">https://www.youtube.com/watch?v=JFTIRSRbvIM</a></p> <p>Part 3 - <a href="https://www.youtube.com/watch?v=E9ggAkCtL40">https://www.youtube.com/watch?v=E9ggAkCtL40</a></p> <p>Part 4 - <a href="https://www.youtube.com/watch?v=ikl8R6n3DME">https://www.youtube.com/watch?v=ikl8R6n3DME</a></p>

You have the right to request the Ombudsman to review this decision. Complaints can be sent by email to [info@ombudsman.parliament.nz](mailto:info@ombudsman.parliament.nz), by fax to (04) 471 2254, or by post to The Ombudsman, PO Box 10152, Wellington 6143.

Ngā mihi



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Te Kaihautū, ngā Rangapū, Tāngata hoki