

OIR: 2425/1112

3 October 2024

[REDACTED]  
[REDACTED]  
[REDACTED]

Tēnā koe [REDACTED],

**Request for Information under the Local Government Official Information and Meetings Act 1987 (the Act) (the LGOIMA)**

Thank you for your email of **6 September 2024** requesting the following information:

**In your letter dated 28 May 2024 you stated "There have not been any meetings attended by Council employees on this matter, therefore Council does not hold any minutes. On that basis I must decline this part of your request as the documents alleged to contain the information requested does not exist, or despite reasonable efforts to locate them, they cannot be found, section 17(e) of the LGOIMA refers."**

**I reviewed the minutes for the WAIKANAE COMMUNITY BOARD MEETING on 21 May. In the Member's Business Section ([page 2, Section 6 \(b\)](#)), Michael Moore tabled correspondence with the Kapiti Districts Aero Club. I am interested to know why this information wasn't captured in my request for information as it relates to and the meeting happened a full week before your letter:**

- Michael Moore
- The Proposed Low Flying Zone in Te Horo
- Low Flying Aircraft
- Kapiti Districts Aero Club.

- 1. *I am particularly interested in obtaining all documents (including briefings, advice, notes, audio/visual records, etc) on Michael Moore's member's business presentation on that meeting and any subsequent meetings relating Kapiti Districts Aero Club and our operations. I note he tabled some screenshots in the [Appendix 3](#).***

As explained in the email sent to you on 6 September 2024, when an official information request is received, a search is conducted up to the date of receipt

*Please note that any information provided in response to your request may be published on the Council website, with your personal details removed.*

of the request. There must be a date range upon which to search our records and to keep conducting further searches up to the date of sending out the response would be administratively impracticable.

The information presented by Michael Moore at the Waikanae Community Board was during a public meeting. The minutes of that meeting are available on the Council website: [Meetings and agendas - Kāpiti Coast District Council \(kapiticoast.govt.nz\)](https://www.kapiticoast.govt.nz/Meetings-and-agendas).

A copy of the recording of that meeting is attached.

**2. *I would like to request any information including communications Michael Moore or any other council representative/employee has had relating to:***

***- A proposed low flying zone in the Te Horo Area.***

***- Communications with Otaki Airstrip Ltd and its representatives in relation to the proposed low flying zone, low flying activities, Kapiti Districts Aero Club or noise in the Otaki/Te Horo area [between 30 April 2024 and the date the search is conducted].***

***- Communications with the Civil Aviation Authority and its representatives in relation to the proposed low flying zone, low flying activities, Kapiti Districts Aero Club or noise in the Otaki/Te Horo area [between 30 April 2024 and the date the search is conducted].***

***Communications with Te Horo community and its representatives, including members of the public in relation to the proposed low flying zone, low flying activities, Kapiti Districts Aero Club or noise in the Otaki/Te Horo area [between 30 April 2024 and the date the search is conducted]***

***- Any meeting minutes or communications between KCDC employees or representatives in relation to the proposed low flying zone, low flying activities, Kapiti Districts Aero Club or noise in the Otaki/Te Horo area [between 30 April 2024 and the date the search is conducted]***

Please find attached the results of our document search between the dates 30 April 2024 and 24 September 2024 which includes emails and two text conversations.

Please note that some of this information has been withheld under the following section(s) of the LGOIMA 1987:

- 7(2)(a) to protect the privacy of natural persons, including that of deceased natural persons

- 7(2)(b)(ii) to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.

In Council's view the reasons for withholding these details are not outweighed by public interest considerations in section 7(1) favouring their release.

All elected members have confirmed that they have no other additional correspondence in their capacity as elected members on this subject.

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), or by post to The Ombudsman, PO Box 10152, Wellington 6143.

Ngā mihi,



**Mark de Haast**

Group Manager Corporate Services  
Te Kaihautū Ratonga Tōpū

If you require the attachments referred to in the above letter, please contact the Information Request Team - [informationrequest@kapiticoast.govt.nz](mailto:informationrequest@kapiticoast.govt.nz)