

OIR: 2324/710

6 November 2023

[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 **25 September 2023** requesting the following information:

- 1. Our representative in the community board who attends CAP meetings Tim Sutton is not allowed to speak or comment at the meeting. What is the point of him attending? He may as well just read the minutes of the meeting. How is he able to represent the community who voted him onto the Raumati Community Board?***

To clarify, although the Terms of Reference doesn't provide speaking rights for observers, the Chair has provided, at his discretion, speaking rights at the CAPs regular meetings for this group. Further to this:

- Observers to the CAP were appointed, per page 5 of the [Terms of Reference for the Takutai Kāpiti Coastal Advisory Panel](#), as follows: “*present to observe and not participate in discussion. Speaking rights may be granted upon request, at the discretion of the Chair. No decision-making rights*”. I understand that the reason for assigning observers was to ensure community representatives had visibility of the process and discussions, but that the CAP was able to undertake their duties as an independent panel.
- I confirm that Tim Sutton as one of the CAP observers. He has sought speaking rights on many occasions at CAP meetings, and in every instance, he has been granted those rights by the Chair.
- In line with the Local Government Act 2002, Section 82(1), the feedback on coastal issues relevant to Takutai Kāpiti is sought directly from the community, rather than through the various community boards. Further information on consultation requirements set by this legislation can be found here: [Local Government Act 2002 No 84 \(as at 01 October 2023\), Public Act 82 Principles of consultation – New Zealand Legislation](#)

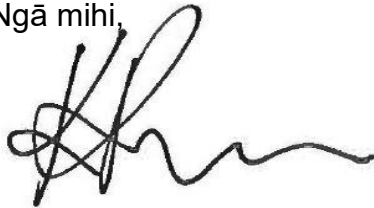
Please note that any information provided in response to your request may be published on the Council website, with your personal details removed.

2. I believe any community consultation will now be limited to 40 people who must RSVP... was the decision of 40 only at meetings made by council members or by CEO?

The decision to introduce more structured management of community engagement events for Takutai Kapiti was an operational decision. This decision was supported by the Chief Executive, and I, as operational lead. The Mayor and CAP Chair were advised of the proposed change.

The purpose of the changes to community engagement events is to ensure that workshops operate effectively enabling attendees to have equal opportunity to be involved and have their say. Where larger numbers attended events, concerns were raised that some people felt they hadn't had a chance to speak. If there is greater interest from the community than workshop numbers allow, additional workshops will be added.

Ngā mihi,

A handwritten signature in black ink, appearing to be 'Kris Pervan', written in a cursive style.

Kris Pervan

Group Manager Strategy and Growth
Te Kaihautū Rautaki me te Tupu