

OIR: 2223/478

17 March 2023

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

Thank you for your email of 27 February 2023 requesting the following information:

***This is a request for information regarding the Ōtaki Community Board, which I know recently went through a process of mediation.***

**Can you please advise:**

**1. Why was mediation provided?**

The Ōtaki Community Board, in consultation with the Mayor, requested mediation to be organised in order for the board to reach consensus on a way forward as a newly elected board, that had not previously worked together. The mediation was organised by Council staff.

**2. Was it requested by the board or a member, or offered by council?**

Please refer to the response to Question 1.

**3. What did the mediation involve – number of sessions, duration, location?**

The mediation involved initial one-on-one meetings between the facilitator and each board member, at a location suitable to both parties. Noting that some sessions may have occurred online.

This was followed by two further sessions, including a:

- 4-hour session with the facilitator and all members of the board on 8 December 2022 in the Rimu Room at Coastlands.
- A follow up 2-hour session on 1 February 2023 at the Gertrude Atmore supper room, in the Ōtaki Memorial Hall.

**4. Who conducted the mediation?**

The sessions were conducted by Karen Vaughan from Hummingbird Effect Ltd.

**5. What was the total charge for mediation, and was it a charge to council?**

The charge for conducting the facilitation sessions was \$5,175.00 and the cost for room hire was \$201.25 (Coastlands) and \$26.00 (Gertrude Atmore supper room). The total cost was \$5,402.25 and was fully charged to Council.

**6. Has the board had mediation in the past to resolve issues, and if so, when?**

No, the Community Board has not had any mediation in the past.

**7. Have any other Kāpiti community boards had mediation, and if so, when?**

As at 3 March 2023, none of the other Community Boards have had mediation.

Ngā mihi nui



**Kris Pervan**

Group Manager Strategy and Growth  
Te Kaiwhakahaere Rōpū Rautaki me te Tupu