

From: [Mary Birch](#)
To: [REDACTED]
Subject: OFFICIAL INFORMATION REQUEST - RESPONSE - PUBLIC EXCLUDED BUSINESS [REDACTED]
Date: Monday, 8 December 2014 17:00:39

Dear [REDACTED]

Further to your request of 11 November 2014 in respect of public excluded Council business, I am now able to provide the following response:

You requested:

1. *In the three years from the council election on October 9, 2010, how many items were considered by council or its committees? Of those items how many were addressed with the public excluded?*

Details of how many items were considered by Council or its committees can be obtained by looking at the agendas and minutes of the Council and Committee Meetings that have been held since 9 October 2010 on the Hamilton City Council website at the following link:

<http://www.hamilton.govt.nz/our-council/meetings-and-minutes/Pages/default.aspx>

The quantity and subject of all Items which were considered in the Public Excluded sections of meetings can be determined by looking at each Resolution to Exclude the Public.

2. *In the three years from the council election on October 9, 2010, how many workshops were held? Of those workshops, how many were held with the public excluded?*

Workshops were scheduled approximately twice monthly at the beginning of each calendar year and held depending on the business needs. No record has been maintained of Council workshops for this period. However, the Council calendar can be accessed via <http://www.hamilton.govt.nz/our-council/meetingcalendar/Pages/default.aspx> for information regarding meetings and workshops scheduled during this period.

3. *In the three years from the council election on October 9, 2010, how many team meetings were held? Of those team meetings, how many were held with the public excluded?*

It is unclear what is meant by "team meeting" in your request. If this relates to discussions within the Elected Member team, no record has been maintained of these types of meetings for this period

4. *In the three years from the council election on October 9, 2010, how many briefing meetings were held? Of those briefing meetings, how many were held with the public excluded?*

Briefings of Elected Members were held regularly during this period. No record has been maintained of briefings during this period.

5. *In the 12 months from the council election on October 12, 2013, how many items were considered by council or its committees? Of those items how many were considered with the public excluded?*

Please see the above response to Question 1.

6. *In the 12 months from the council election on October 12, 2013, how many workshops were held? Of those workshops, how many were held with the public excluded?*

During this period there have been approximately 40 sessions involving items for Elected Member briefing and also items for work-shopping. This includes the induction briefings following the October 2013 Elections.

These approximately 40 sessions covered matters relating to continuing education, policy development, submission formulation and general updates.

No resolutions or decisions were made at the sessions referred to and the requirements of Council's Standing Orders regarding public access and notification did not apply.

Workshops are publicly notified on the Council website and are open to the public. Information relating to public sessions can be accessed via the website.

7. *In the 12 months from the council election on October 12, 2013, how many team meetings were held? Of those team meetings, how many were held with the public excluded?*

Again this response is provided assuming you are referring to discussions within the Elected Member team.

During this period, Elected Members have held informal team meetings for discussions about administrative matters and these do not trigger the requirements for public notification.

8. *In the 12 months from the council election on October 12, 2013, how many briefing meetings were held? Of those briefing meetings, how many were held with the public excluded?*

Please see the above response to Question 6.

If you have any queries, please do not hesitate to contact me.

Kind regards,

On Behalf of the Privacy Officer

Mary Birch

Team Leader | Democracy

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From: Mary Birch

Sent: Tuesday, 18 November 2014 10:36 AM

To: [REDACTED]

Subject: OFFICIAL INFORMATION REQUEST - PUBLIC EXCLUDED BUSINESS

[REDACTED]

I write to acknowledge your information request of 11 November 2014 in respect of public excluded Council business.

Please be advised that your request has been passed on to the relevant team within Council and you will be informed of the outcome.