



**Agenda**  
**Extraordinary Council Meeting**

**Tuesday 14 December 2021**  
**at 1.00pm**

**Council Chambers**  
**Queen Street**  
**TE KUITI**



## NOTICE OF MEETING

**AN EXTRAORDINARY MEETING OF THE WAITOMO DISTRICT COUNCIL IS TO BE HELD IN THE COUNCIL CHAMBERS, QUEEN STREET, TE KUITI ON TUESDAY 14 DECEMBER 2021 COMMENCING AT 1.00PM**

### COUNCIL MEMBERS

Mayor John Robertson  
Cr Allan Goddard  
Cr Sue Smith

Deputy Mayor Guy Whitaker  
Cr Lisa Marshall

Cr Phil Brodie  
Cr Janene New



**CHRIS RYAN**  
**CHIEF EXECUTIVE**

## ORDER PAPER

### Items of Business

### Page No.

1. Council Prayer  
  
*Almighty God we give thanks for the blessings which have been bestowed on Waitomo District.*  
*Laying aside all personal interests, we pray for guidance in our deliberations, that we may conduct the affairs of this Council with wisdom and humility, for the public welfare.*
2. Apologies
3. Declarations of Member Conflicts of Interest
4. Use of Waitomo District Council Community Facilities under the COVID-19 Protection Framework 3 – 10
5. Motion to Excluded the Public for the consideration of: 11
  1. Progress Report: Kāinga Ora Proposal – Lawrence Street, Te Kuiti To be tabled
  2. Consideration of Public Excluded Items for the purpose of making information public following Council's decision taking
  3. Resolution to Re-Open Meeting to the Public
6. Public Excluded Items to be made public following Council's decision taking

### PLEASE NOTE

1. The business papers attached to this Order Paper set out recommendations and suggested resolutions only. Those recommendations and suggested resolutions **DO NOT** represent Council policy until such time as they might be adopted by Council resolution.
2. This Order Paper may be subject to amendment either by the addition or withdrawal of items contained therein.
3. This Meeting will be **webcast** in real time to the Waitomo District Council website and will also be available for viewing following the meeting.

**Document No:** A588086

**Report To:** Council



**Meeting Date:** 14 December 2021

**Subject:** Use of Waitomo District Council Community Facilities under the COVID-19 Protection Framework

**Type:** Decision Required

## Purpose of Report

- 1.1 The purpose of this business paper is to present to Council relevant information and guidance regarding the operation of Council facilities under the COVID-19 Protection Framework, and seek approval from Council to require Vaccination Passes for entry into Council owned and operated facilities.

### Qualification Note:

*The information contained in this business paper is to the best of staff knowledge consistent with the suite of guidance released by Central Government up to and including Tuesday 7 December 2021.*

*This is a rapidly evolving situation and new and revised information/guidance is being received by Council regularly. Any relevant updates received prior to the Council meeting, will be reviewed and a verbal update provided at that time.*

*In addition, a review of other Council positions and approaches has been undertaken to confirm that methods and associated templates and tools utilized align with, and are consistent with other Councils, in particular with those Councils that WDC has shared services and/or an inter-operational relationship.*

## Background

- 2.1 The COVID-19 Delta variant has been present in New Zealand communities since August 2021 and the Governments elimination strategy using Alert Levels continued to operate whilst vaccinations were rolled out to the wider community.
- 2.2 In October 2021, the Government announced the move away from the elimination strategy to a suppression strategy under a new COVID-19 Protection Framework (CPF), providing greater freedoms to fully vaccinated persons. This framework is also called the Traffic Light System. New Zealand moved to the CPF on 3 December 2021.
- 2.3 The CPF provisions are set out in the COVID-19 Public Health Response (Protection Framework) Order 2021 (Order), which came into force on 3 December 2021. The Order imposes different requirements on different sectors depending on the specified settings (red, orange, green). From 3 December 2021, the Waitomo District operates under the 'Orange' setting.
- 2.4 Under the 'Orange' setting of the CPF, Vaccine Passes must be used to operate certain events and to provide certain services (i.e., events (concerts), hairdressers, gyms), restricting access to only vaccinated persons. Other services and activities will require Vaccine Passes to continue with fewer or no restrictions (i.e., cafes, gatherings). Note, it is prohibited to require Vaccine Passes for 'essential services' (i.e., supermarkets and pharmacies).

- 2.5 Where Vaccine Passes are not required or prohibited by the Order, it is up to the relevant organisation to decide whether to require Vaccine Passes or not. This is currently the case for all public facilities.
- 2.6 A "Public Facility" is defined in the Order as premises owned or managed by central or local government, which are used for recreational, social, community or cultural activities or services, open to the public generally (including premises where fees are charged for entry) and are indoor or a mix of indoor and outdoor. Examples include museums, libraries, and zoos. The event or gathering rules apply to any part of a facility that is hired for exclusive use.

## Commentary

### 3.1 HEALTH AND SAFETY

- 3.2 The Health and Safety at Work Act 2015 (HSWA) imposes a number of obligations on Council to ensure the safety of its workers and other persons. This includes that, Council ensures, so far as is reasonably practicable:
- the health and safety of workers while on WDC premises;
  - the health and safety of workers while they are carrying out their work for or as directed by WDC;
  - that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the WDC's business;
  - the provision of a work environment that is without risks to health and safety;
  - the provision and maintenance of safe systems of work; and
  - the provision of any information, training, instruction, or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of WDC's work.
- 3.3 Council, in managing or controlling a workplace, also has a duty under the HSWA to ensure, so far as is reasonably practicable, that the means of entering and exiting the workplace and anything arising from the workplace are without risks to the health and safety of any person (public and workers included).
- 3.4 A duty imposed on a person under the HSWA requires that person to eliminate risks to health and safety so far as is reasonably practicable, and when it is not reasonably practicable to eliminate the risk, to minimise the risk so far as reasonably practicable.
- 3.5 Elected Members and the Chief Executive, as officers under the HSWA, have a duty to exercise due diligence to ensure that Council complies with its duties and obligations under the HSWA. "Due diligence" includes taking reasonable steps to ensure that Council has available for use, and uses, appropriate resources and processes to eliminate or minimise risks to health and safety from work carried out as part of the conduct of WDC.
- 3.6 As a result of these obligations Council has also commenced a consultation process with its staff on a proposal that all Council staff will be required to be fully vaccinated to work in any Council facility or workplace. While this is related, the outcome of the consultation will not impact the decision sought in this business paper in relation to accessing Council facilities.
- ### 3.7 OTHER LEGISLATIVE CONSIDERATIONS
- 3.8 It is also important to consider other relevant legislation alongside any COVID-19 and health and safety legislative frameworks, including the Human Rights Act, NZ Bill of Rights Act, and the Local Government Act. Whilst the balancing of these considerations is difficult, the overriding consideration should be to the health and safety of staff and our community in the context of the risk that COVID-19 presents.

### 3.9 GUIDANCE & ASSESSMENT

- 3.10 The Local Government COVID-19 Response Unit issued guidance on the issue of Vaccine Passes, on 26 November 2021 (updated on 1 December 2021). This guidance did not provide a definitive approach regarding public facilities, and advised it is up to each Council to apply the principles set out in the guide to its own situation and subsequently make decisions about the facilities it operates. Aligning also with the Public Service workforce guidance for the CPF issued by the Public Service Commission Te Kawa Mataaho<sup>1</sup>.
- 3.11 Waitomo District Council owns and operates a number of public facilities including halls, Te Kuiti Aquatic Centre, public toilets, and cemeteries, and in accordance with the guidance and criteria provided by central government, a COVID-19 risk assessment has been completed for each site to determine whether the use of Vaccine Passes is suitable. The COVID-19 risk assessment is attached and provides details of the criteria considered.
- 3.12 Due to the potentially serious consequences associated with COVID-19 and the high infection rate currently in the Waitomo District, any level of risk, even low risk, needs to be addressed and reduced. Based on the information provided by the Ministry of Health, vaccination reduces the seriousness of consequences if infected, the likelihood of infection and likelihood of transmission if infected. Therefore, the requirement for Vaccine Passes to enter Council facilities, where determined appropriate, would offer the best mitigation of the risks presented by COVID-19, when combined with other current controls.

### 3.13 REVIEW

- 3.14 Due to the fast-changing pace of the COVID-19 environment, the risk levels and Council's response will be monitored and reviewed on a regular basis as legislative changes are advised, traffic light settings are changed and revised guidance by various sectors are issued.

## Analysis of Options

- 4.1 In light of the legislative context of the Order and Council's health and safety obligations and requirements, there are three options available as to whether or not to require Vaccine Passes to access Council facilities:

### 1) No vaccine mandate for any Council facilities

As mentioned above, at this time, there is no government mandate requiring Council's to implement the use of Vaccine Passes to access Council facilities, however, as a result of Council's health and safety obligations to minimise risks to health and safety of persons in the workplace and from Council's work, and the controls available, it is considered this is not an appropriate course of action at this time.

### 2) Vaccine mandate for all Council facilities not prohibited under the CPF as outlined in the list in this report.

Although this would provide a consistent approach across all facilities and would minimise user/public confusion as to whether Vaccine Passes are required, it is considered that this is not an appropriate or feasible option as each facility is different in nature and usage, each facility needs to be considered separately.

### 3) Vaccine mandate for some Council facilities as determined by Council following a risk assessment.

Option 3 is considered the most appropriate option following the assessment of each Council facility which will ensure a fair and consistent approach to the risks identified.

<sup>1</sup> <https://www.publicservice.govt.nz/assets/SSC-Site-Assets/Workforce-and-Talent-Management/Public-Service-workforce-guidance-for-the-COVID-19-Protection-Framework.pdf>

## Considerations

### 5.1 **CONSISTENCY WITH EXISTING PLANS AND POLICIES**

#### 5.2 **Significance and Engagement Policy**

5.3 This matter is assessed as having a high degree of significance, as it will impact all users of Council facilities and there will be a high degree of public interest in this decision. The unvaccinated will not be able to enter many Council facilities and the vaccinated will need to obtain and present a My Vaccine Pass.

5.4 Due to the short timeframes provided prior to the introduction of the CPF, and before the Auckland border opens increasing the risk of transmission in the Waitomo District, it is not possible to carry out the usual formal public consultation process before this decision is made.

5.5 Council will have knowledge of the views that the community holds in relation to COVID-19 vaccines and vaccine mandates. This includes via any LGOIMA requests and correspondence already received by Council (including social media), the strength of feeling demonstrated by the various court cases and the public protests against mandates and other public health measures in the country, and, on the other hand, the widespread uptake of the vaccine in the Waitomo District.

5.6 This is a decision that will be kept under review, therefore, input going forward from stakeholders, including health authorities/providers, the disability community, civil liberties groups, and mana whenua, should be encouraged.

### 5.6 **OTHER CONSIDERATIONS**

5.7 Restricting access to Council facilities to only vaccinated persons may raise the question over whether ratepayers may seek a reduction in their rates payable. Council staff do not think that a reduction in rates is justified, as the rates for these facilities are set so that they are available to use; not on an actual use basis. It is ratepayers' personal choice to use Council services/facilities, just as it is their choice to be vaccinated or not. Furthermore, many Council services will be available through other means. This approach is in line with guidance from the COVID-19 Local Government Response Unit.

## Recommendation

6.1 It is recommended that Council approve the requirement for the production of a valid Vaccine Pass for entry at the certain Council facilities, as identified in the attached risk assessment, by the public aged 12 years and 3 months and over, from 8am 17 January 2022.

## Suggested Resolutions

1 The business paper on Use of Waitomo District Council Community Facilities under the COVID-19 Protection Framework be received.

2 Council approve/not approve the requirement for the public aged 12 years and 3 months and over to produce a valid Vaccine Pass to gain entry to the following Council facilities from 8.00am on Monday 17 January 2022:

- Te Kuiti Library
- Waitomo District Council Admin Building and Council Chambers
- Te Kuiti i-Site
- Council Controlled Halls (and community managed Council halls where required in accordance with the CPF)
- Waitomo Landfills and all Transfer Stations
- Waitomo District Aquatic Centre.

- 3 Council delegates authority to the Chief Executive, in consultation with the Mayor, to make further decisions on restricting entry to any Council facility should this be considered necessary for the safety of staff and the community.



CHRIS RYAN  
**CHIEF EXECUTIVE**

8 December 2021

Attachment: Council Facility COVID-19 Risk Assessment (December 2021) A587776

## WDC Facility COVID-19 Risk Assessment (December 2021)

Facility	Indoor / Enclosed	Essential Workers	Essential Service	Under 12yo / vulnerable users	KPI /LOS impact	Staff Safety	Public Access	Business Continuity	Public Health	Public Confidence	Tikanga	Management / Impact on Revenue / Costs	Recommendation
Te Kuiti Library	Yes	No	No	Yes Caters for a range of different age groups. Programmes for under 5s and school aged children. Older demographic well represented. Some small scale events.	Some impact on attendance numbers if mandated. May be some impact on attendance and availability of services if positive case and closures required.	Staff unable to control who they interact with.	Alternative services available - Click and collect. Online programmes Online items. May impact internet users who rely on library for access or unable to access online service from home.	Closure required for a period of time if positive case or staff required to self isolated. If mandated able to continue all programme	Risk to < 12 yrs and vulnerable groups. Perception of vaccinated customers required to mix with unvaccinated customers. Capacity limits in public spaces under red and orange.	Easy to understand if consistent approach across programmes and settings.	Protection vs Participation	Potential for cost impacts for managing vaccine passes – security and compliance. May be minor decrease in revenue if less fees collected.	Mandate Vaccine Passes. Risk lowered across staff and community and supports business continuity. Alternate services available which could be increased.
WDC Admin Building (Front counter services)	Yes	No	Considered non-essential but further information needed from LG.	Yes Older demographic well represented.	Some impact on ability for customers to have access to services if they prefer face to face transactions.	Staff unable to control who they interact with.	Alternative services available – Online payments, applications through website, e-mail, phone, social media. May impact those who do not have internet access	Closure required for a period of time if positive case or staff required to self isolated.	Risks to vulnerable groups. Capacity limits in public spaces under red and orange. Perception of vaccinated customers required to mix with unvaccinated customers.	Easy to understand if consistent approach applied across facilities	Protection vs Participation	Potential for cost impacts for managing vaccine passes – security and compliance. Risk of some delay or reduction in revenue collection.	Mandate Vaccine Passes. Risk lowered across staff and community and supports business continuity. Online collection available.
Council Chambers	Yes	No	No Councillors, however need to be able to continue to make essential decisions.	Yes Range of ages and demographics. Older demographic well represented.	Access to public decision making.	Staff unable to control who they interact with.	Alternate available for Council and ARFC which meet in Chambers with livestreaming for public viewing. Meeting participants also able to join meetings virtually in Chambers	Move to online meetings if staff or EMS, or any Committee members positive or required to self isolate.	Capacity limits in public spaces under red and orange. Perception of vaccinated customers required to mix with unvaccinated customers.	Easy to understand if consistent approach applied across facilities	Protection vs Participation	Potential for cost impacts for managing vaccine passes – security and compliance.	Mandate Vaccine Passes. Risk lowered across staff and community and supports business continuity. Online services available – further exploration as to how to enhance these.
Council Controlled Community Halls (Les Munro Centre, Railway Buildings, Piopio Memorial Hall)	Yes - Range of footprints.	No	No	Yes Range of ages and demographics.	Some reduced access to halls.	Staff unable to control who they interact with.	Requirement to meet CPF in hire agreements. Council is required to make sure permitted events/ gatherings take place in its facilities only. Potential to reduce some access depending on hireage.	Closure and cleaning required if a positive case in facility.	Event/gathering requirements in CPF, including capacity constraints.	Different rules that apply to the different events/ gatherings may cause confusion for the users.	Protection vs Participation	Potential loss of revenue due to constraints on numbers for events / gatherings if not mandated. Events/gatherings and associated costs responsibility of organiser.	Mandate Vaccine Passes depending on use of facility and in accordance with CPF. Risk lowered across staff and community. Council to work with users to provide advice.
All other Council Halls managed by Community Groups	Yes - Range of footprints.	No	No	Yes Range of ages and demographics.	N/A	Staff unable to control who they interact with.	Requirement to meet CPF expressed to community groups by WDC. Community groups will have the ability to reduce access depending on use.	Closure and cleaning required if a positive case in facility.	Event/gathering requirements in CPF, including capacity constraints.	Different rules that apply to the different events/ gatherings may cause confusion for the users	Protection vs Participation	Events/gatherings and associated costs responsibility of the community group.	Mandate Vaccine Passes to be used by community groups depending on use of facility and in accordance with the CPF. Risk lowered across staff and community. Council can work with community groups and users to provide advice.
Public Toilets	Yes	Yes	Yes Access needs to be maintained at all settings.	Yes	N/A	Staff unable to control who they interact with.	Access needs to be maintained – essential.	Closure and cleaning required if a positive case tracked through the QR codes.	Increased cleaning at red. Potential for increased cleaning if required.	Easy to understand	N/A	Increased cleaning costs at red and potentially orange.	No restrictions.
Playgrounds/ Skate Parks	No	No	No	Yes School aged children well represented.	N/A	Staff unable to control who they interact with.	Access maintained. Vaccine restrictions not feasible.	No continuity issues. Cleaning not feasible	Public health messaging. Outdoor facilities.	Easy to understand	Protection vs Participation	Public health signage. Restrictions not feasible.	No restrictions.



## WDC Facility COVID-19 Risk Assessment (December 2021)

Facility	Indoor / Enclosed	Essential Workers	Essential Service	Under 12yo / vulnerable users	KPI /LOS impact	Staff Safety	Public Access	Business Continuity	Public Health	Public Confidence	Tikanga	Management / Impact on Revenue / Costs	Recommendation
Boat Ramps	No	No	No	Yes ange of ages and demographics.	N/A	Staff unable to control who they interact with.	No alternate. Access maintained. Vaccine restrictions not feasible.	No continuity issues	Public health messaging. Outdoor facilities.	Easy to understand	Protection vs Participation	Public health signage. Restrictions not feasible.	No restrictions.
Parks and Tracks	No	No	No	Yes Range of ages and demographics.	N/A	Staff unable to control who they interact with.	No alternate. Access maintained. Vaccine restrictions not feasible.	No continuity issues	Public health messaging. Outdoor facilities.	Easy to understand	Protection vs Participation	Public health signage. Restrictions not feasible.	No restrictions.
Pound	Mixed	Yes	Yes	Yes	Some impact on ability for customers to have access to services.	Staff unable to control who they meet. Potential for aggression if vaccines mandated for customer to pick up dog.	Limited currently dogs collected at gate. Can organise drop off at public open space.	May require centralisation to one pound if positive case or need to self isolate.	Public health messaging	Easy to understand if consistent approach applied across facilities	Protection vs Participation	Public health signage.	No restrictions.
Waitomo District Aquatic Centre	Yes	No	No	Yes Range of ages and demographics. Varsity of programmes.	N/A	Staff unable to control who they interact with.	Mandated vaccine, cannot viably operate and comply with CPF otherwise.	Closure required for a period of time if positive case or staff required to self isolated.	Capacity constraints would make operation non viable	Easy to understand	Protection vs Participation	Loss of revenue greater if vaccination of facility users not mandated.	Mandate Vaccine Passes. Risk lowered across staff and community.
Te Kuiti I-Site	Yes	No	No	Yes Older demographic well represented.	Some impact on ability for customers to have access to services if they prefer face to face transactions.	Staff unable to control who they interact with.	Alternative services available – Online, may impact those who do not have internet access.	Closure required for a period of time if positive case or staff required to self isolated.	Risks to vulnerable groups. Capacity limits in public spaces under red and orange. Perception of vaccinated customers required to mix with unvaccinated customers.	Easy to understand if consistent approach applied across facilities	Protection vs Participation	Potential for cost impacts for managing vaccine passes – security and compliance. Risk of some delay or reduction in revenue collection.	Mandate Vaccine Passes. Risk lowered across staff and community and supports business continuity. Online collection available.
Waitomo District Landfill and Transfer Stations	No	No	No	Yes Range of ages and demographics.	Some impact on ability for customers to have access to services.	Staff unable to control who they meet. Potential for aggression if vaccines mandated for customer.	No alternate. Access maintained.	Potentially would need to close if positive case or staff required to self-isolated	Standard public health measures	Easy to understand	Protection vs Participation	Potential for cost impacts for managing vaccine passes – security and compliance. Risk of some delay or reduction in revenue collection.	Mandate Vaccine Passes. Risk lowered across staff and community.
Camping Grounds and Holiday Parks	No	No	No	Yes Range of ages and demographics.	N/A	Staff unable to control who they interact with.	Access maintained. Vaccine restrictions not feasible.	No continuity issues	Public health messaging. Outdoor facilities.	Easy to understand	Protection vs Participation	Public health signage. Restrictions not feasible.	No restrictions.
Cemeteries	No	Yes	Yes	Yes Range of ages and demographics.	N/A	Staff unable to control who they interact with.	No alternate. Access maintained. Vaccine restrictions responsibility of Funeral Director	No continuity issues	Public health messaging. Outdoor facilities.	Easy to understand	Protection vs Participation	Public health signage. Restrictions not feasible.	No restrictions.

## WDC Facility COVID-19 Risk Assessment (December 2021)

### Assessment Criteria:

- Indoor/enclosed facilities vs. open air – ventilation has been shown to be a key mitigation factor in the risk of transmission of COVID-19.
- Essential workers – staff who are critical to the operation of our services need to be protected from the spread of the virus.
- Essential service – whether a service is considered essential will in some cases dictate whether a Vaccine Pass can be required for entry to WDC facilities.
- Under 12yo/vulnerable members of our community – currently those under 12 are not eligible for vaccination, and the vulnerable (immune compromised, co-morbidities, elderly) in our community are at greater risk of health problems even if they are vaccinated. These groups of our community make up a large proportion of those visiting and using WDC facilities.
- Impact on KPIs, levels of service and ability to operate and provide services to community – Council has set its levels of service under the Long Term Plan, the decision on whether to require vaccination pass for WDC facilities may impact the manner and extent to which our services can operate, as well as potentially impact the ability to achieve revenue targets.
- Staff safety (the first consideration)
  - Is the staff member required to be vaccinated under the risk assessment policy?
  - Are you able to anticipate/control who they meet?
  - What other health and safety measures can be used? (noting that capacity limits apply and face coverings are legally required in public facilities, even when using vaccine passes).
- Public access to services should be maintained:
  - Will restricting this service deny anyone access in a way that cannot be justified?
  - Are there alternative ways of accessing the service (e.g. contactless collection at a library), or a similar service that's provided elsewhere?
  - Is it something you're legally required to do?
- Continuity of services:
  - How many staff are available to deliver the service?
  - What would the implications for providing the function/service be if they got Covid-19 and/or had to isolate?
  - What health and safety measures can you put in place?
- What is the nature of the public health risk to the wider public that you ought to mitigate:
  - This has been determined by the CPF – it sets out restrictions for situations which may pose a high risk to public safety. If you have a multi-purpose facility that has some parts of it which will be using vaccine passes, you may choose to operate the entire facility with vaccine passes even though it's not technically required.
- Tikanga that emphasises physical presence:
  - Are there relevant cultural factors to take into account when deciding how services/functions should be provided?
  - If kanohi ki te kanohi (face to face) is preferred, what conditions need to be in place to allow this to occur safely?

**Document No:** A588371**Report To: Council****Meeting Date:** 14 December 2021**Subject:** **Motion to Exclude the Public for the Consideration of Council Business****Type:** Decision Required**Purpose**

- 1.1 The purpose of this business paper is to enable Council to consider whether or not the public should be excluded from the consideration of Council business.

Note: It is Council's choice whether to consider any of the items listed below in the public or public excluded portion of the meeting.

**Commentary**

- 2.1 Section 48 of the Local Government Official Information and Meetings Act 1987 gives the right, by resolution, to exclude the public from the whole or any part of the proceedings of any meeting, only on one or more of the grounds contained within that Section.

**Suggested Resolutions**

- 1 The public be excluded from the following part of the proceedings of this meeting.
- 2 The general subject of each matter to be considered while the public is excluded and the reason for passing this resolution in relation to each matter, as specified by Section 48(1) of the Local Government Official Information and Meetings Act 1987 are as follows:

<b>General Subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Section 48(1) grounds for the passing of this resolution</b>
1. Mokau Public Toilet – Programme Implementation and Funding	Section 7(2)(i) – (i) To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations);	Section 48(1)(d) – That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.

- 3 Council agree the following staff, having relevant knowledge to assist in the consideration of the items of business to be public excluded, remain in attendance to assist the Committee with its decision making:

<b>Staff Member</b>	<b>Reason for Remaining in Attendance</b>
Chief Executive	Council CEO
Manager – Governance Support	Committee Secretary
General Manager – Strategy and Environment	Portfolio Holder

- 4 This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in the public.

**MICHELLE HIGGIE**  
**MANAGER – GOVERNANCE SUPPORT**