



chatham islands council

*“Working towards a **sustainable future**”*

Local Governance Statement 2007

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Chatham Islands Council – Local Governance Statement 2007

1 PURPOSE

The purpose of the Governance Statement is to outline information on the responsibilities, structure and governance processes of the Council as required by Section 40 of the Local Government Act 2002.

The Governance Statement must be updated within six months of each triennial general election of members of the local authority and whenever the local authority considers it appropriate.

The Governance Statement is available to the public either from the Council offices or via the Council website www.cic.govt.nz

2 FUNCTIONS, RESPONSIBILITIES AND ACTIVITIES

The purpose of the Chatham Islands Council is to enable democratic local decision-making to promote the social, economic, environmental and cultural well-being of the Chatham Islands Territory in the present and for the future.

In meeting its purpose the Chathams Islands Council has a variety of roles, including but not limited to:

- Formulating the Territory's strategic direction in partnership with the community through the Long Term Council Community Plan (LTCCP) and reporting on progress made to achieving identified Community Outcomes.
- Determining the services and activities to be undertaken by the Council.
- Administering various regulations and upholding the law, including the formulation and enforcement of bylaws.
- Managing local infrastructure including network infrastructure (eg: roads, sewage disposal, water, stormwater) and community infrastructure (public library, parks and recreational facilities) where provided.
- Facilitating solutions to meet local needs.
- Advocating on behalf of the local community with central government, other local authorities and other agencies.
- Environmental management through the Chatham Islands Resource Management Document.
- Ensuring local communities are encouraged to be part of the decision making processes of local government.
- Ensuring effective succession of Elected Members.

3 LOCAL LEGISLATION

The Chatham Islands Council Act 1995

This Act established the Chatham Islands Council and allows for the Council

- to:
- Charge and Collect Dues;
 - Combine Coastal, Regional and District Planning into one document;
 - Provide for public notification processes unique to the Chatham Islands.

4 ELECTORAL SYSTEMS

The Chatham Islands Council operates its elections under the single Transferable Vote System (STV). This system is also used in District Health Board elections. Electors rank candidates in order of preference. The number of votes required for a candidate to be elected (called the quota) depends on the number of positions to be filled and the number of valid votes. The necessary number of candidates to fill vacancies is achieved first by counting of first preferences then by transfer of a proportion of votes received by any candidate where the number of votes for that candidate is in excess of the quota and then by exclusion of the lowest polling candidates and the transfer of these votes in accordance with voters second preferences.

The other option permitted under the Local Electoral Act 2001 is the First Past the Post electoral system. This form of voting is used in parliamentary elections to elect Members of Parliament to constituency seats. Electors vote by indicating their preferred candidate(s) and the candidate(s) that receives the most votes is declared the winner regardless of the proportion of votes that the candidate(s) obtained.

Under the Local Electoral Act 2001 the Council can resolve to change the electoral system to be used at the next elections or conduct a binding poll on the question, or electors can demand a binding poll. A poll can be initiated by at least 5 per cent of electors signing a petition demanding that a poll be held. Once changed, an electoral system must be used for at least the next two triennial general elections; i.e. we cannot change our electoral system for one election and then change back for the next election.

The Council's last review of electoral systems was in 2002. Here the Council chose to change from First Past the Post to the Single Transferable Vote system for the 2004 elections. Accordingly, either the Council could resolve in 2008 to change the system for the 2010 elections or to conduct a poll or electors could demand a poll.

5 REPRESENTATION ARRANGEMENTS

The Chatham Islands Council is represented by::

- a Mayor
- 8 Councillors.

The Mayor and Councillors are elected by all voters eligible on the Chatham Islands. The alternative is to divide the Islands into wards or constituencies and have a representation arrangement for each ward or constituency.

6 MAORI WARDS OR CONSTITUENCIES

The Local Electoral Act 2001 also gives the Council the ability to establish separate wards for Maori electors. The Council may resolve to create separate Maori wards or conduct a poll on the matter, or the community

may demand a poll. The demand for a poll can be initiated by a petition signed by 5 percent of electors within the Territory.

The Council last considered whether or not to have separate Maori wards in July 2003. The Council decided not to have separate Maori wards for the 2007 elections. Accordingly, either the Council could resolve in 2008 to introduce separate Maori wards for the 2010 elections or to conduct a poll, or electors could demand a poll.

7 POLICIES FOR LIAISING WITH MAORI /MORIORI

The Chatham Islands Council is committed to developing and maintaining positive working relationships with local tangata whenua. These relationships will recognise the spirit of the Treaty of Waitangi. Chatham Islands Council will promote the negotiation of Memorandums of Understanding with Hokotehi Moriori Trust and Ngati Mutunga O Wharekauri Iwi Trust. These Memorandums will be included in the Governance Statement when completed and ratified by all parties.

8 COMMUNITY BOARDS

There are no Community Boards on the Chathams Islands. Given the small population of the Chatham Islands Territory there is unlikely to be the need for a Community Board to be established.

Section 49 of the Local Government Act 2002 deals with the formation of Community Boards. Community boards have the following roles:

- Represent and act as an advocate for the interests of their community.
- Consider and report on any matter referred to it by the Council and any issues of interest or concern to the Community Board.
- Make an annual submission to the Council on expenditure in the community.
- Maintain an overview of services provided by the Council within the community.
- Communicate with community organisations and special interest groups in the community.
- Undertake any other responsibilities delegated by the Council (currently the Council has not delegated any such responsibilities).

Each Community Board has a chairperson and five other members. Five members are elected triennially by electors in the community, and the Council appoints a member from its ranks. The Board elects its own chairperson at its first meeting after the triennial election

The Council last reviewed the Community Board requirements in July 2003. The Council decided not to make any changes. Accordingly, either the Council could resolve in 2008 to change these structures for the 2010 elections or to conduct a poll, or electors could demand a poll.

Electors can demand the formation of a new Community Board. This is done by a process similar to the reorganisation process described elsewhere.

9 REPRESENTATION ARRANGEMENTS

The Council is required to review its representation arrangements at least once every six years. This review must include the following:

- The number of elected members (within the legal requirement to have a minimum of six and a maximum of thirty members, including the Mayor).
- Whether the elected members (other than the Mayor) shall be elected by the entire Territory, or whether the Territory will be divided into wards for electoral purposes, or whether there will be mix of 'at large' and 'ward' representation.
- If election by wards is preferred, then the boundaries and names of those wards and the number of members that will represent each ward.
- Whether or not to have separate wards for electors on the Maori roll.
- Whether to have Community Boards and if so how many, their boundaries and membership and whether to subdivide a community for electoral purposes.

The Council must follow the procedure set out in the Local Electoral Act 2001 when conducting this review, and should also follow guidelines published by the Local Government Commission. The Act gives you the right to make a written submission to the Council, and the right to be heard if you wish.

You also have the right to appeal any decisions on the above to the Local Government Commission which will make a binding decision on the appeal. Further details on the matters that the Council must consider in reviewing its membership and basis of election can be found in the Local Electoral Act 2001.

The Council last conducted a review in July 2003. It is not legally required to review representation again until July 2009.

10 THE REORGANISATION PROCESS

The Local Government Act 2002 sets out procedures which must be followed during proposals to:

- Make changes to the boundaries of the Territory.
- Create a new Territory.
- Create a Unitary Authority.
- Transfer a particular function or functions to another Council.

The procedures for resolving each type of proposal are slightly different. In general they begin with a proposal either from the local authority, the Minister of Local Government, or by a petition signed by 10 per cent of electors.

Proposals for a boundary alteration or transfer of functions from one local authority to another will be considered by one of the affected local authorities, or by the Local Government Commission if the local authorities refer the proposal to the Commission or if they cannot agree on which of them should deal with the matter. Proposals for the establishment of a new Territory or for the creation of a Unitary Authority will be dealt with by the Commission. These proposals cannot be implemented without a poll of electors.

Further information on these requirements can be found in the Local Government Act. The Local Government Commission has also prepared guidelines on procedures for local government reorganisation.

NOTE: Given the isolation of the Chatham Islands, it is unlikely that there would be any boundary adjustments that would affect the Chatham Islands Council.

11 MEMBERS' ROLES AND CONDUCT

The Mayor and Councillors of the Chatham Islands Council have the following roles:

- Setting the policy direction of the Council.
- Monitoring the performance of the Council.
- Representing the interests of the Territory (on election all members must make a declaration that they will perform their duties faithfully and impartially, and according to their best skill and judgement in the best interests of the Chatham Islands Territory).
- Employing the General Manager (under the Local Government Act the local authority employs the General Manager who in turn employs all other staff on its behalf).

The Mayor is elected by the Territory as a whole and as one of the elected members shares the same responsibilities as other members of the Council. In addition the Mayor has the following roles:

- Presiding member at Council meetings. The Mayor is responsible for ensuring the orderly conduct of business during meetings (as determined in Standing Orders).
- Advocate on behalf of the community. This role may involve promoting the community and representing its interests. Such advocacy will be most effective where it is carried out with the knowledge and support of the Council.
- Ceremonial head of Council.
- Providing leadership and feedback to other elected members on teamwork and chairing committees.

The Deputy Mayor is elected by the members of Council at the first meeting of the Council. The Deputy Mayor exercises the same roles as other elected members. In addition, if the Mayor is absent or incapacitated, or if the office of Mayor is vacant, then the Deputy Mayor must perform all of the responsibilities and duties, and may exercise the powers of the Mayor (as summarised above). The Deputy Mayor may be removed from office by resolution of Council.

The General Manager is appointed by the Council in accordance with Section 42 and Clauses 33 and 34 of Schedule 7 of the Local Government Act 2002. The General Manager implements and manages the Council's policies and objectives within the budgetary constraints established by the Council. Under Section 42 of the Local Government Act 2002, the responsibilities of the General Manager are:

- Implementing the decisions of the Council.
- Providing advice to the Council.
- Ensuring that all responsibilities, duties and powers delegated to the General Manager or to any person employed by the General Manager, or imposed or conferred by any Act, regulation or bylaw are properly performed or exercised.
- Managing the activities of the Council effectively and efficiently.
- Maintaining systems to enable effective planning and accurate reporting of the financial and service performance of the Council.
- Providing leadership for the staff of the Council.
- Employing staff (including negotiation of the terms of employment for the staff).

12 COUNCIL MEETINGS

The Council meets approximately six weekly. A schedule of meetings for the next year is as follows:

	Agenda Closes	Meeting Date
December 2007	Wednesday 5 th @ 5.00 pm	Thursday 13 th @ 1.30 pm
January 2008	Wednesday 16 th @ 5.00 pm	Thursday 24 th @ 1.30 pm
March 2008	Wednesday 5 th @ 5.00 pm	Thursday 13 th @ 1.30 pm
April 2008	Wednesday 9 th @ 5.00 pm	Thursday 17 th @ 1.30 pm

May 2008	Wednesday 21 st @ 5.00 pm	Thursday 29 th @ 1.30 pm
July 2008	Wednesday 2 nd @ 5.00 pm	Thursday 10 th @ 1.30 pm
August 2008	Wednesday 13 th @ 5.00 pm	Thursday 21 st @ 1.30 pm
October 2008	Wednesday 1 st @ 5.00 pm	Thursday 9 th @ 1.30 pm
November 2008	Wednesday 5 th @ 5.00 pm	Thursday 13 th @ 1.30 pm
December 2008	Wednesday 10 th @ 5.00 pm	Thursday 18 th @ 1.30 pm

The Council may from time to time, establish ad hoc committees to consider a particular issue or issues.

The Council reviews its committee structure after each triennial election. At the last review the Council chose not to form committees. All matters are therefore dealt with by the full Council under the chairmanship of the Mayor, Patrick Smith, or in his absence, Deputy Mayor, Alfred Preece.

13 CONDUCT OF MEETINGS

The legal requirements for Council meetings are set down in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 (LGOIMA).

All Council and committee meetings must be open to the public unless there is a reason to consider some item 'in committee'. Although meetings are open to the public, members of the public do not have speaking rights unless prior arrangements are made with Council. The LGOIMA contains a list of the circumstances where Councils may consider items with the public excluded. (These circumstances generally relate to protection of personal privacy, professionally privileged or commercially sensitive information, and the maintenance of public health, safety and order). The Council agenda is a public document, although parts may be withheld if the above circumstances apply.

The Mayor or Committee Chairperson is responsible for maintaining order at meetings and may, at his or her discretion, order the removal of any member

of the public for disorderly conduct, or remove any member of Council who does not comply with Standing Orders.

Minutes of meetings must be kept as evidence of the proceedings of the meeting. These must be made publicly available, subject to the provisions of the LGOIMA.

For an ordinary meeting of Council, at least 14 days notice of time and place of the meeting must be given. Extraordinary meetings generally can be called on three working days notice.

During meetings, the Mayor and Councillors must follow Standing Orders (a set of procedures for conducting meetings). The Council may suspend Standing Orders by a vote of 75 per cent of the members present. A copy of the Code of Conduct and Standing Orders can be obtained from the General Manager.

14 CONSULTATION POLICY

The Local Government Act sets out certain consultation principles and a procedure that local authorities must follow when making certain decisions. This procedure, **the special consultative procedure**, is regarded as a minimum process.

The Council can and does consult outside of the special consultative procedure. When it is adopting its Long-Term Council Community Plan, Annual Plan or District Plan, it will hold formal meetings with community groups and other interested parties. At these meetings the Council will seek views on the matters the Council considers to be important, and identify issues of concern to the community.

The special consultative procedure consists of the following steps:

STEP ONE: Preparation of a statement of proposal and a summary. The Council must prepare a description of the proposed decision or course of action. The statement must be available for distribution throughout the community and must be available for inspection at the Council office and may be made available elsewhere. The Council also has to prepare a full and fair summary of the proposal which must be distributed as widely as the Council considers to be reasonably practicable. The statement must be included on an agenda for a Council meeting.

STEP TWO: Public Notice. The Council must advertise on Chatham Islands television the proposal and the consultation being undertaken.

STEP THREE: Receive submissions. The Council must acknowledge all written submissions and offer submitters a reasonable opportunity to make an oral submission. The Council must allow at least one month (from the date of the notice) for submissions.

STEP FOUR: Deliberate in public. All meetings where the Council deliberates on the proposal or hears submissions must be open to the public

(unless there is some reason to exclude the public under the LGOIMA). All submissions must be made available unless there is reason to withhold them under the LGOIMA.

STEP FIVE: Follow up. A copy of the decision and a summary of the reasons must be provided to submitters. There is no prescribed format for such a summary.

By law, the Council must follow the special consultative procedure before it:

- Adopts a Long-Term Council Community Plan (LTCCP) or Annual Plan.
- Amends an LTCCP.
- Adopts, revokes, reviews or amends a bylaw.
- Changes the mode of delivery for a significant activity (for example from the Council to a Council-controlled organisation or from a Council-controlled organisation to a private sector organisation) if that is not provided for in an LTCCP.

The Council may be required to use the special consultative procedure under other legislation, and it may use this procedure in other circumstances if it wishes to do so.

15 MANAGEMENT STRUCTURES AND RELATIONSHIPS

The Local Government Act 2002 requires the Council to employ a Chief Executive. (The Chatham Islands Council prefers to use the title General Manager.)

The General Manager's responsibilities are to employ other staff on behalf of the Council, implement Council decisions and provide advice to the Council.

Under the Local Government Act the General Manager is the only person who may lawfully give instructions to a staff member. Any complaint about individual staff members should therefore be directed to the General Manager rather than the Mayor or Councillors.

The General Manager is Mr Owen Pickles. Owen can either be contacted on (03) 3050033 or by email on owen@cic.govt.nz

Owen is assisted by Finance Manager, Deborah Goomes. Deborah can also be contacted on (03) 3050033 or by email on deborah@cic.govt.nz Other staff and contractors are engaged from time to time as demanded by the workload.

16 EQUAL EMPLOYMENT OPPORTUNITY POLICY

The Council aims to be good employer. To achieve this, the Council endeavours to provide:

- Good and safe working conditions.
- An equal employment opportunity programme which includes opportunities for the enhancement of employee’s abilities, and recognition of the aims, aspirations and needs, and cultural differences, of each individual.

The Council aims to ensure that all employees maintain proper standards of integrity, conduct and concern for the public interest.

The Chatham Islands Council is committed to creating opportunities for inclusion in all aspects of its employment relationships. The Council aims to ensure fair treatment of all employees, regardless of gender, marital or family status, ethical or religious belief, colour, race ethnic or national origins, disability, age, political opinion, employment status or sexual orientation. The Council, in making appointments to any position, will give preference to the person who is best suited to the position.

Section 42 of the Local Government Act 2002 designates the General Manager as being the employer of all staff on behalf of the Council.

17 KEY APPROVED PLANNING AND POLICY DOCUMENTS

17.1 Resource Management Document

The Chatham Islands Resource Management Document became operative on 24 January 2001.

The Chatham Islands Resource Management Document (hereafter called “the Document”) provides a framework for the integrated management of natural and physical resources of the Islands including the sea area out to the 12 mile territorial limit.

The Document is created by the Chatham Islands Council Act 1995. Section 26 of the Act states that Council shall have such a single Resource Management Document and that it shall contain all the information that the Resource Management Act 1991 (hereafter called “the Act”) requires to be contained in:

- A Regional Policy Statement
- A Regional Coastal Plan
- A District Plan.

The Document may also contain provision for contents of Regional Plans as set out in Section 67 of the Act and also Regional Rules in accordance with Section 68 of the Act.

The Resource Management Act defines “natural and physical resources” to include land, air, water, soil, minerals and energy, all forms of plants, animals and structures. However, the management, ownership and allocation of the fisheries resource is not included within the Document of the Act and is a matter dealt with by separate statute – The Fisheries Acts 1996 and 1983. It is the purpose and function of that law to provide for all matters relating to the sustainable utilisation of fisheries resources.

The Council is therefore able to make provision in the Document for a range of matters as set out in Parts I and II of the Second Schedule of the Act, including the control of:

- The effects of any use of land
- Subdivision
- Natural hazards
- Hazardous substances
- Activities on the surface of the water
- Discharge of contaminants into or onto land, air or water
- Taking and diverting water
- Noise
- Activities and occupation in the Coastal Marine Area.

The level of control necessary to achieve the integrated management of natural and physical resources of the Islands is dependent on the particular circumstances which relate to the Islands.

The Document is therefore a unique one in New Zealand context, containing aspects of a Regional Policy Statement, a District Plan, a Coastal Plan and Regional Plans in one document administered by the Chatham Islands Council rather than separate Plans administered by different authorities.

The Resource Management Document is due for review in 2011.

17.2 Long Term Council Community Plan

The Long Term Council Community Plan outlines the community outcomes developed by the community vision for the future of the Territory, the roles the Council sees itself undertaking to achieve the vision, and the activities Council plans to undertake to carry out these roles. It also outlines the Council's financial policies and proposed spending for a ten year period and provides the underlying financial rationale for how rates are levied, who pays for what, and why.

The Long Term Council Community Plan is reviewed every three years. It can, if necessary, be amended during the three year document life-cycle, but any amendment must be undertaken using the special consultative procedure and is subject to external audit. The Chatham Islands Council adopted its first Long Term Council Community Plan in 2006. This Plan can be viewed on the Chatham Islands Council website www.cic.govt.nz or at the Council office.

17.3 Community Outcomes

Under the Local Government Act 2002 Council is required to develop a set of Community Outcomes in partnership with the community. This is done through consultation with community groups and the community at large.

Community Outcomes outline the aspirations of the community and are owned by the community.

The purposes of the identification of community outcomes are –

- To provide opportunities for communities to discuss their desired outcomes in terms of the present and future social, economic, environmental, and cultural well-being of the community; and
- To allow communities to discuss the relative importance and priorities of identified outcomes to the present and future social, economic, environmental, and cultural wellbeing of the community; and
- To provide scope to measure progress towards the achievement of community outcomes; and
- To promote the better co-ordination and application of community resources; and
- To inform and guide the setting of priorities in relation to the activities of the local authority and other organisations.

The Council must develop a process to facilitate the identification of community outcomes, but must, before finally deciding on that process, take steps –

- To identify, so far as practicable, other organisations and groups capable of influencing either the identification or the promotion of community outcomes; and
- To secure, if practicable, the agreement of those organisations and groups to the process and to the relationship of the process to any existing and related plans, and must ensure that the process encourages the public to contribute to the identification of community outcomes.

Council must monitor and, not less than once every three years, report on the progress made by the community in achieving the community outcomes for the Territory.

The process for identifying Community Outcomes must be carried out at least every six years.

The Community Outcomes in the Long Term Community Plan 2006-2016 are:

Social well-being

‘A Safe & Healthy Community’

Those factors that enable individuals, their families, hapu and communities to set goals and achieve them – such as education, health, the strength of community networks, financial and personal security, rights and freedoms and levels of equity.

- Access to affordable, quality housing
- Access to and serviced by a health provider that is accommodating to the needs of the community
- Access to education opportunities for all ages
- Access to quality infrastructure services
- A safe and secure community
- Access to recreation and sports facilities
- A community able to live within its means whilst enjoying a standard of living
- A community that has employment opportunities

Economic well-being

‘An Enterprising & Innovative Community’

Those factors relating to the capacity of the economy to generate the employment and wealth necessary to provide many of the prerequisites for social well-being, such as health issues.

- A community that promotes economic development for its fishing, farming and tourism industries
- Up-to-date telecommunication and information technology that supports economic growth
- An educated, skilled workforce
- Access to reliable and affordable transportation services
- A community that promotes partnership with leading organisations

Environmental well-being

‘An Environmentally Conscious Community’

Those factors that relate ultimately to the capacity of the natural environment to support, in a sustainable way, the activities that constitute community life.

- A community that protects, sustains and enriches the environment for future generations
- A community that acknowledges and values our Chatham Islands cultural heritage and its uniqueness

Cultural well-being

‘A Culturally Enriched Community’

Those factors that encompass the shared beliefs, values, customs, behaviours and identities reflected through language, stories, experiences, visual and performing arts, ceremonies and heritage.

- A community that values the Chatham Islands ‘way of life’ and traditions
- A community that acknowledges and values the importance of ‘tangata whenua’ as an integral part of our community
- A community that values and supports the arts as a means of sustaining our heritage
- A community that values its ‘taonga’ treasures

17.4 Annual Plan

The Annual Plan outlines the Council’s proposed activities, spending and rate requirements for the coming year. Under the Local Government Act 2002 the Annual Plan is produced only in years when no Long Term Council Community Plan is produced. The current Annual Plan can be viewed on the Chatham Islands Council website www.cic.govt.nz or at the Council office.

17.5 Chatham Islands Pest Management Strategy

The purpose of this Strategy is to provide a framework for the efficient and effective management of specified animal and plant pests in the Chatham

Islands Territory. This Strategy empowers the Chatham Islands Council to exercise the relevant advisory, enforcement and funding provisions available under the Act. During the five year span of this Strategy, its implementation will enable the Council and the community to meet specific objectives identified in Part 3 of this Strategy. The Strategy is intended to be a co-ordinating document for all sectors on the Islands and complement any existing pest management programmes, including National Pest Management Strategies. The Pest Management Strategy was adopted in November 2007 and will be next reviewed before 2012.

18 PUBLIC ACCESS TO THE COUNCIL AND ELECTED MEMBERS

The Chatham Islands Council office is situated at 9 Tuku Road in the township of Waitangi.

Postal Address – P O Box 24, Chatham Islands

Telephone – (03) 3050033 or (03) 3050034

Fax – (03) 3050044

Email – info@cic.govt.nz

Website – www.cic.govt.nz

Contact Details For Elected Members

Mayor Patrick F Smith

P O Box 63
Chatham Islands
Ph/Fax: (03) 3050144

Deputy Mayor Alfred W M Preece

P O Box 36
Chatham Islands
Ph/Fax: (03) 3050267

Councillor Bruce J Mills

P O Box 15
Chatham Islands
Ph/Fax: (03) 3050016

Councillor Eva Cherie Tuck

P O Box 222
Chatham Islands
Ph/Fax: (03)3050 377

Councillor Nathaniel Whaitiri

P O Box 24 Kaingaroa
Chatham Islands
Ph: (03) 3050409
Fax: (03) 3050490

Councillor Nigel C Ryan

P O Box 174
Chatham Islands
Ph: (03) 3050264
Fax: (03) 3050080

Councillor A (Toni) Gregory-Hunt

P O Box 219
Chatham Islands
Ph: (03) 3050577

Councillor Monique Croon

P O Box 212
Chatham Islands
Ph/Fax: (03) 3050308

Councillor Phillip Christiansen

P O Box 146
Chatham Islands
Ph/Fax: (03) 3050403

19 OFFICIAL INFORMATION

19.1 Requests for Official Information

Under the Local Government Official Information and Meetings Act 1987 (LGOIMA) any person may request information from the council. Any request for information is a request made under LGOIMA. You do not have to say you are making a request under LGOIMA.

Once a request is made the Council must supply the information unless reason exists for withholding it. The LGOIMA says that information may be withheld if release of the information would:

- Endanger the safety of any person
- Prejudice maintenance of the law
- Compromise the privacy of any person
- Reveal confidential or commercially sensitive information
- Cause offence to tikanga Maori or would disclose the location of waahi tapu
- Prejudice public health or safety
- Compromise legal professional privilege
- Disadvantage the local authority while carrying out negotiations or commercial activities
- Allow information to be used for improper gain or advantage.

The Council must answer requests within 20 working days (although there are certain circumstances where this time-frame may be extended). The Council may charge for official information under guidelines set down by the Ministry of Justice.

In the first instance you should address requests for official information to:

The General Manager
Chatham Islands Council
P O Box 24
Chatham Islands
owen@cic.govt.nz

19.2 Personal Information Requests

Where possible, requests should include specific details as to desired information. Personal information can only be requested by the person concerned or by a properly authorised agent.

19.3 Information Classified as Confidential

Information which has previously been treated as confidential or handled by the Council or its predecessors 'in committee' can only be released by the General Manager following a written application and subject to it not being contrary to the public interest to release such information.

19.4 Charges for Provision of Official Information

There may be a charge for providing official information when photocopies are required or extensive research involved. Council will, however, contact the person seeking information before any charges are incurred.

20 LEGISLATION COUNCIL WORKS UNDER

Airport Authorities Act 1966
Animals Act 1967
Animals Law Reform Act 1989
Arts Council of New Zealand Toi Aotearoa Act 1994
Auctioneers Act 1928
Biosecurity Act 1993
Building Act 2004
Building Research Levy Act 1969
Burial and Cremation Act 1964
Bylaws Act 1910
Children's Health Camp Act 1972
Citizenship Act 1977
Civil Aviation Act 1990
Chatham Islands Council Act 1995
Civil Defence Emergency Management Act 2002
Civil List Act 1979
Commerce Act 1986
Companies Act 1993
Conservation Act 1987
Consumer Guarantees and Fair Trading Act
Copyright Act 1994
Counties Insurance Empowering Act 1941
Dangerous Goods Act 1974
Disabled Persons Community Welfare Act 1975
District Courts Act 1947
Dog Control Act 1996
Dog Control and Hydatids Act 1982
Earthquake Commissions Act 1993
Electricity Act 1992
Electronic Transactions Act 2002
Employment Relations Act 2000
Energy Companies Act 1992
Engineers Registration Act 1924
Fencing Act 1978
Fencing and Swimming Pools Act 1987
Financial Reporting Act 1993
Fire Services Act 1975
Food Act 1981
Foreshore and Seabed Endowment Revesting Act 1991
Forest and Rural Fires Act 1977
Gambling Act 2003
Gas Act 1992
Goods and Services Tax Act 1985
Harbours Act 1950
Health Act 1956
Health and Safety in Employment Act 1992
Higher Salaries Commission Act 1977
Historic Places Act 1993
Housing Act 1955
Housing Corporation Act 1974
Human Rights Act 1993
Income Tax Act 2004
Impounding Act 1955
Insolvency Act 1967
Interpretation Act 1999
Land Act 1948
Land Drainage Act 1908
Land Settlement Promotion & Land Acquisition Act 1952
Land Transfer Act 1952
Land Transport Act 2003
Libraries and Mechanics' Institute Act 1908
Litter Act 1979
Local Authorities (Member's Interests) Act 1968
Local Electoral Act 2001
Local Government (Rating) Act 2002
Local Government Act 2002
Local Government Official Information & Meetings Act 1987
Machinery Act 1950
Meat Act 1981
Minimum Wage Act 1983
Municipal Insurance Act 1960
National Provident Fund Restructuring Act 1990
New Zealand Bill of Rights Act 1990
New Zealand Geographic Board Act 1946
New Zealand Library Association Act 1939
New Zealand Walkways Act 1990
Noxious Plants Act 1978
Oaths and Declarations Act 1957
Ombudsmen Act 1975
Pawnbrokers Act 1908
Petroleum Act 1937
Plumbers and Gasfitters and Drainlayers Act 1976
Privacy Act 1993
Property Law Act 1952
Prostitution Reform Act 2003
Public Bodies Contracts Act 1959
Public Bodies Leases Act 1969
Public Works Act 1981
Queen Elizabeth the Second National Trust Act 1977
Railway Safety and Corridor Management Act 1992
Rating Valuations Act 1998
Rates Rebate Act 1973
Reserves Act 1977
Residential Tenancies Act 1986
Resource Management Act 1991
Sale of Liquor Act 1989
Secret Commissions Act 1910
Securities Act 1978
Securities Transfer Act 1991
Smoke-free Environments Act 1990
Soil Conservation and Rivers Control Act 1941
Sovereign's Birthday Observance Act 1952
Standards Act 1986
Statutes Amendments Acts 1936-1951
Statutory Land Charges Registration Act 1928
Summary Offences Act 1981
Survey Act 1986
Swimming Pools Act 1987
Te Ture Whenua Maori Act 1993
Telecommunications Act 1987
Transit New Zealand Act 1989
Transport Act 1962
Treaty of Waitangi Act 1975
Trespass Act 1980
Trustee Act 1956
Unit Titles Act 1972
Wild Animal Control Act 1977
Wildlife Act 1953