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## LGOIMA

When releasing responses to previous LGOIMA requests, names and contact details of individual requestors will be withheld to protect their privacy.

Information requested by the media, lobby groups, public sector organisations and MPs will always be published, while information specific to an individual or their property will not generally be published.

<b>Request from:</b>	Janna Sherman – Hokitika Guardian
<b>Information requested:</b>	List of Council workshops and their minutes
<b>Response by:</b>	Simon Bastion, Chief Executive

18 September 2023

Janna Sherman  
Hokitika Guardian

Via Email: [jannas@hokitikaguardian.co.nz](mailto:jannas@hokitikaguardian.co.nz)

Dear Janna

**Official information request for a list of Council workshops and their minutes**

I refer to your official information request dated 05 September 2023 for a list of Council workshops and their minutes.

Enclosed are the dates and subject of all Council workshops as request.

Minutes are not taken at workshops/briefing, a written record is taken.

The written records can be provided, but as there is a substantial amount of information requested, we will likely have to charge. If you would like to refine your request to avoid a charge, please let us know your new parameters. If you would like to continue with the request as currently framed, please let us know and we can send the estimate of time and invoice for cost.

Please note, a clarification of a request will be considered a new request and the statutory timeframes will apply as per section 13(7) of LGOIMA.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

**Council has adopted a Proactive Release Policy and accordingly may publish LGOIMA responses on the Council Website at <https://www.westlanddc.govt.nz/lgoima-responses>.** The collection and use of personal information by the Westland District Council is regulated by the Privacy Act 2020. Westland District Council's Privacy Statement is available on our website [here](#)

If you wish to discuss this decision with us, please feel free to contact Mary-anne Bell, Business Analyst at [LGOIMA@westlanddc.govt.nz](mailto:LGOIMA@westlanddc.govt.nz), 03 756 9091.

Sincerely,

A handwritten signature in blue ink, consisting of a series of loops and a long horizontal stroke.

**Simon Bastion** | Chief Executive

SB/MB

## Committee and Council Workshops October 2022 to 5 September 2023

Date	Council Workshop	Other Workshops	Topic
20 October	Council Workshop		Induction Part 1
27 October 2022	Council Workshop		Induction Part 2
2 November 2022	LGNZ/Council Workshop		Elected Member Induction Workshop
7 November 2022	Council Workshop		Induction Part 3 – Strategic & Group Overview
8 November 2022	Council Workshop		Induction Part 3 Continued.
23 November 2022	Council Workshop		Induction Part 4 – CCO's
18 January 2023		Committee Workshop	HWWTP Project Working Group Workshop
26 January 2023	Council Workshop		IAF Racecourse Workshop (confidential)
26 January 2023	Council Workshop		Cass Square Workshop
7 February		West Coast Councils	Future of Local Government
7 February		Cass Square Workshop	Cass Square Workshop
22 February 2023	Council Briefing		Financial, Rates & Remissions
22 February 2023	Council Briefing		Westland Holdings Ltd
27 February 2023	Council Briefing		Council Owned Buildings
2 March 2023	Council Workshop		Budget Managers
22 March 2023	Council Workshop		Hokitika Museum
23 March 2023	Council Workshop		Annual Plan Consultation/Recommendations
5 April 2023	Council and various attendees Meet and Greet		Rod Tolley Meet and Greet
1 May 2023	Council Briefing		Community Halls
11 May 2023		Committee Workshop	Risk & Assurance Committee Workshop
31 May 2023	Council Workshop		CCO Review
31 May 2023	Council Workshop		Joint Waste Committee & Procurement (Chris Purchas)
22 June 2023	Council Workshop		OAG Elected Member Training
30 June 2023	Council Briefing		Pakiwaitara Building
30 June 2023	Council Briefing		Hokitika Racecourse Engagement Outcome Review
04 July 2023	Council	-	Risk Management

Date	Council Workshop	Other Workshops	Topic
04 July 2023	Council Briefing		ElectionNZ STV Voting
03 August 2023	Council		LTP #1 Intro to LTP
10 August 2023	Council		CCO Review
10 August 2023	Council		Council Buildings
24 August 2023	Council		PwC Investment & Liability Policy
24 August 2023	Council Briefing		DoC Update

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