

At the Kaipātiki Local Board workshop and business meetings starting from 2 March 2022, members of the public will be welcome to 'observe' our virtual workshops and business meetings. 'Observers' are considered those who do not want to participate but have an interest in simply listening to an item(s) up for discussion.

Members of the public wanting to observe a meeting or a workshop will need to request the Microsoft Teams link directly from Local Board Services staff. The local board's Democracy Advisor (Jacinda Short for KLB – [jacinda.short@aucklandcouncil.govt.nz](mailto:jacinda.short@aucklandcouncil.govt.nz)) will manage this process. Meeting links forwarded by someone else such other than the democracy adviser, cannot be used. This is to minimise risk of technical issues and to ensure they can join the meeting correctly.

This change in approach comes as a result of several factors, namely:

- Moving all meetings to the MS Teams platform has made it easier for staff to manage the different types of meeting 'participants' in the virtual environment, so meetings can be managed more effectively and efficiently
- Having made the decision to have meetings and workshops open to the public, board members wanted to find a way to allow public wanting to observe meetings and workshops to be accommodated
- The organisation could be operating virtually for some time, given the current Omicron outbreak and uncertainty around when traffic light settings may change to enable in-person attendance.

Any members of the public present at the start of confidential items (discussions where s7(2) protections under LGOIMA apply) will be asked to leave the meeting/workshop.