



Kaupapataka Agenda

NOTICE OF AN ORDINARY MEETING FOR THE STRATEGY, POLICY & FINANCE COMMITTEE

Date: Thursday 10 February 2022

Time: 9 am

Venue: Council Chamber

MEMBERSHIP

Chair	Cr Raukawa-Tait
Deputy Chair	Cr Kai Fong
Members	Mayor Chadwick
	Cr Bentley
	Cr Donaldson
	Cr Kumar
	Cr Maxwell
	Cr Tapsell
	Cr Wang
	Cr Yates
	Mr Thomass (Lakes Community Board member)
	Mrs Trumper (Rural Community Board member)
	Mr Biasiny-Tule (Te Tatau o Te Arawa Board Member)
	Dr Morgan (Te Tatau o Te Arawa Board Member)

Quorum 7

STRATEGY, POLICY & FINANCE COMMITTEE DELEGATIONS

Type of Committee	Committee
Subordinate to	Council
Subordinate Committees	n/a
Legislative Basis	Schedule 7, clause 30 (1) (a), Local Government Act 2002.
Purpose	The purpose of the Strategy, Policy and Finance Committee is to have oversight and make recommendations to the Council on the adoption and development of all Council's strategic, policy, planning and regulatory frameworks.
Reference	01-15-228
Membership	<p>Councillor Raukawa-Tait (Chair) Councillor Kai Fong (Deputy Chair)</p> <p>Mayor Chadwick and Councillors Bentley, Donaldson, Kumar, Maxwell, Tapsell, Wang and Yates</p> <p>Te Tatau o Te Arawa members - Mr Biasiny-Tule and Dr Morgan</p> <p>Lakes Community Board member – Mr Thomass</p> <p>Rural Community Board member – Mrs Trumper</p> <p>Full voting rights for all members</p>
Quorum	7
Meeting frequency	Monthly
Delegations	<p>The Committee's function is recommendatory only.¹ It is authorised to take actions precedent to the exercise by the Council of its statutory responsibilities, duties and powers, by:</p> <ul style="list-style-type: none"> • Receiving, considering, hearing submissions and making recommendations on draft plans (except the District Plan), strategies and policies (such as the Long-term Plan, Annual Plan; funding and financial policies; reserves management plans and asset management plans); • Considering and making recommendations on the development of the Council's rating policy; financial strategy and budgets; • Considering and making recommendations on the development of Council bylaws, including hearing submissions in relation to making, amending and revoking bylaws; • Considering and making recommendations on Council's strategic direction to ensure efficient and effective delivery of Council's objectives and District Vision; • Receiving and considering reports from working/strategy groups; • Considering and making recommendations on the development of guidelines for decision making to assist Council in achieving its strategic outcomes; • Considering and making recommendations on the establishment of levels of service across Council services to ensure alignment with strategic goals and priorities; • Considering and making recommendations on the development of Treasury and funding functions;

¹ Council is authorised to delegate anything precedent to the exercise of Council's powers, duties and functions - Schedule 7, clause 32, Local Government Act 2002

	<ul style="list-style-type: none"> • Considering and making recommendations on proposals for the establishment of Council controlled organisations (including the appointment and remuneration of Directors, formation of constitutions and shareholder agreements); • Considering and making recommendations on proposals for the sale and purchase of land; • Considering and making recommendations on issues relating to Council leases; • Considering and making recommendations on draft Council submissions/responses in relation to: <ul style="list-style-type: none"> ○ Central government policies, plans and proposed legislative reform; ○ Proposals by other organisations/authorities (Local and Regional). • Performing such other functions as the Council may direct from time to time.²
Relevant Statutes	All the duties and responsibilities listed above must be carried out in accordance with the relevant legislation.
Limits to Delegations	<p>The Committee does not have the delegated authority to make decisions for and on behalf of the Council. All matters requiring a decision of Council must be referred, by way of recommendation, to the Council for final consideration and determination.</p> <p>In the event that the Council resolves not to approve or adopt a Committee recommendation, the item shall be returned to the Committee via the Chief Executive for review and subsequent referral to the Council for further consideration and determination.</p>

² A committee is subject in all things to the control of the local authority, and must carry out all general and special directions of the Council given in relation to the committee - see Schedule 7, clause 30(3), Local Government Act 2002.

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1 Opening Karakia - Karakia Whakapuaki

HE KARAKIA MŌ TE KAUNIHERA O NGĀ ROTO O ROTORUA

E te Atua kaha rawa, ko koe te tohu Rangatira, te tohu mātauranga.
 Manaakitia mai mātau, wāu pononga i tēnei wā, e mahi nei i a mātau mahi, mō te painga o ngā tāngata, o Te Kaunihera o ngā Roto o Rotorua.
 Takua mai kia tau te rangimārie ki runga i a mātau i ngā wā katoa.
 Ko Ihu Karaiti hoki tō mātau Ariki
 Āmine

TŪTAWA MAI

Tūtawa mai i runga
 Tūtawa mai i raro
 Tūtawa mai i roto
 Tūtawa mai i waho
 Kia tau ai te mauri tū
 Te mauri ora, ki te katoa
 Hāumi e. Hui e. Tāiki e!

COUNCIL PRAYER

Almighty God, who alone is the leader of all mankind and the fountain of all knowledge. Send thy blessing upon us your servants this day as we strive to do all things good for the betterment of the people of the Rotorua district.

May we be tolerant in ourselves at all times.

Through Jesus Christ our Lord
 Amen

TŪTAWA MAI

I summon from above
 I summon from below
 I summon from within
 I summon the surrounding environment
 The universal vitality and energy to infuse and enrich all present
 Enriched, unified and blessed

2 Apologies - Ngā Whakapāha

The Chair invites notice from members of:

1. Leave of absence for future meetings of the Rotorua Lakes Council; or
2. Apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

3 Declarations of Interest - Whakapuakitanga Whaipānga

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

4 Urgent items not on the agenda - Ngā Take Whawhati tata kāore i te Rārangi Take

Items of business not on the agenda which cannot be delayed

The Chair will give notice of items not on the agenda as follows:

Matters Requiring Urgent Attention as Determined by Resolution of Rotorua Lakes Council

The Chairperson shall state to the meeting.

1. The reason why the item is not on the agenda; and
2. The reason why discussion of the item cannot be delayed until a subsequent meeting.

The item may be allowed onto the agenda by resolution of the Rotorua Lakes Council.

s.46A (7), LGOIMA

Discussion of minor matters not on the agenda.

Minor Matters relating to the General Business of the Rotorua Lakes Council.

The Chair shall state to the meeting that the item will be discussed, but no resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Rotorua Lakes Council for further discussion

s.46A (7), LGOIMA

5 Confirmation of Minutes – Te Whakaū i ngā Meneti

5.1 Strategy, Policy & Finance Committee Meeting Minutes (draft) of 2 December 2021

01-15-228
RDC-1209207

Minutes

Strategy, Policy & Finance Committee meeting held Thursday, 2 December at 1 pm Council Chamber, Rotorua Lakes Council

MEMBERS PRESENT:	Cr Raukawa-Tait (Chair) Cr Kai Fong (Deputy Chair), Mayor Chadwick, Cr Bentley, Cr Donaldson, Cr Macpherson, Cr Maxwell, Cr Tapsell, Cr Wang, Cr Yates, Dr Morgan (Te Tatau o Te Arawa) and Mrs Trumper (Rural Community Board).
APOLOGIES:	Cr Kumar, Mr Thomass (Lakes Community Board) and Mr Biasiny-Tule (Te Tatau o Te Arawa).
STAFF PRESENT:	G Williams, Chief Executive; T Collé, Deputy Chief Executive, Organisational Enablement; J-P Gaston, Deputy Chief Executive, District Development; O Hopkins, Deputy Chief Executive, District Leadership & Democracy; S Michael, Deputy Chief Executive, Infrastructure & Environmental Solutions; G Rangī, Deputy Chief Executive, Te Arawa Partnership; C Tiriana, Deputy Chief Executive, Chief Executive's Group; I Tiriana, Manager Council Communications; R Dunn, Governance Lead; P Praveen, Waste Services & Sustainability Manager H King, Governance Support Advisor.

The meeting opened at 2pm.

The Chair welcomed elected members, media, staff and the public who are viewing livestreaming.

1. KARAKIA WHAKAPUAKI OPENING KARAKIA

Cr Maxwell opened meeting with a Karakia.

2. NGĀ WHAKAPĀHA APOLOGIES

Resolved:

That the apologies from Cr Kumar, Mr Thomass and Mr Biasiny-Tule and early departure for Cr Wang be accepted.

Moved: Cr Maxwell
Seconded: Mayor Chadwick
CARRIED

**3. WHAKAPUAKITANGA WHAIPĀNGA
DECLARATIONS OF INTEREST**

None

**4. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE
URGENT ITEMS NOT ON THE AGENDA**

None

**5. TE WHAKAŪ I NGĀ MENETI
CONFIRMATION OF MINUTES**

5.1 MINUTES OF THE STRATEGY, POLICY & FINANCE COMMITTEE MEETING 11 NOVEMBER 2021

RDC-1201634

Resolved:

That the minutes of the Strategy, Policy & Finance Committee meeting held 11 November 2021 be confirmed as a true and correct record.

Moved: Mrs Trumper
Seconded: Cr Tapsell
CARRIED

5.2 MINUTES OF THE STRATEGY, POLICY & FINANCE COMMITTEE MEETING 16 NOVEMBER 2021

RDC-1203265

Resolved:

Corrections: Dr Morgan asked to have his title amended to Dr Morgan and to have this title noted.

That the minutes of the Strategy, Policy & Finance Committee meeting held 16 November 2021 with the above amendments be confirmed as a true and correct record.

Moved: Cr Donaldson
Seconded: Mayor Chadwick
CARRIED

The Chair advised that before commencing with the Strategy, Policy & Finance Committee items, this Committee continue with the deferred items from this morning's Operations and Monitoring Committee meeting.

- Infrastructure and Environment Solutions group - Stavros Michael
Stavros Michael spoke to a PowerPoint presentation titled “Infrastructure and Environment Solutions Group - Year in reflection 2021” (Attachment 1)
- District Development group – J-P Gaston
Jean Paul Gaston spoke to a PowerPoint presentation titled “District Development Group - Year in reflection 2021” (Attachment 2)

The Chair advised that today’s meetings will be exceeding the 6 hour duration and under local authority guidelines a resolution is needed to continue.

Resolved:

That the Committee continue this meeting past the 6 hour duration period.

Moved: Mayor Chadwick

Seconded: Cr Yates

CARRIED

- Chief Executive – Geoff Williams
Mr Williams gave a verbal report and final comments around the presentations given by the Deputy Chief Executives.

The Chair asked Cr Tapsell as Chair of Operations & Monitoring Committee for her concluding remarks to the above items.

**6. PŪRONGO KAIMAHI
STAFF REPORTS**

6.1 WASTE MANAGEMENT & MINIMISATION PLAN (WMMP) 2022-28

RDC-1204717

Prashant Praveen spoke to a presentation titled “Waste Management & Minimisation Plan (WMMP) 2022-2028” (Attachment 3)

ATTENDANCE: Cr Wang left the meeting at 3.40pm

ATTENDANCE: Cr Macpherson left the meeting at 3.45pm

Resolved:

- 1. That the report titled “Waste Management & Minimisation Plan 2022-28” be received.**

Moved: Mrs Trumper

Seconded: Mayor Chadwick

CARRIED

Further resolved:

- 2. That the Committee recommends to Council to approve “Waste Management & Minimisation Plan 2022-28” for public consultation.**

Moved: Cr Bentley
Seconded: Cr Donaldson
CARRIED

6.2 DISPOSAL OF COUNCIL LAND UNDER THE PUBLIC WORKS ACT

RDC-1204019

Resolved:

- 1. That the report titled 'Disposal of Council land under the Public Works Act' be received.**

Moved: Cr Kai Fong
Seconded: Cr Tapsell
CARRIED

Further resolved:

- 2. That the Committee recommends to Council to approve that surplus road reserve at Part of Pongakawa Valley Road, Rotoehu, as shown on attached plan (Attachment 4) be disposed to the adjacent property.**
- 3. That the Committee recommends to Council to approve that road reserve at 145 Pongakawa Valley Road be adjusted in accordance with the attached plan (Attachment 5) to accommodate the existing dwelling.**
- 4. That the Committee recommends to Council to approve that Council officers be authorised to consult with the owners of Rotomahana Parekarangi 612B3 Block and agree on new road reserve boundaries that accommodate the proposed development.**
- 5. That the Committee recommends to Council to approve that the cost associated with these be met by the beneficiaries of the surplus road reserve.**

Moved: Mayor Chadwick
Seconded: Mrs Trumper
CARRIED

Dr Morgan abstained from voting.

**7. KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI
RESOLUTION TO GO INTO PUBLIC EXCLUDED**

Resolved:

That the Committee move into public excluded session.

Moved: Mayor Chadwick
Seconded: Cr Donaldson
CARRIED

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing of this resolution
CONFIDENTIAL MINUTES OF PREVIOUS MEETING HELD ON 11 NOVEMBER 2021	Please refer to the relevant clause/s in the open meeting minutes.	Good reason for withholding exists under Section 48(1)(a).
EXTENSION OF CONTRACT	Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 48(1)(a) Section 7(2)(b)(ii)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6 or 7 of the Act or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item.

OPEN SESSION

Meeting closed at 4.10pm.

To be confirmed at the Strategy, Policy & Finance Committee meeting on 10 February 2022

.....
Chair

Note 1: Rotorua Lakes Council is the operating name of Rotorua District Council

Note 2: Attachments to these minutes are available on request or on [Council's website](#)

6 Staff Reports – Pūrongo Kaimahi

01-15-228
RDC-1223320

ROTORUA LAKES COUNCIL

Mayor
Chair and Members
STRATEGY, POLICY AND FINANCE COMMITTEE

6.1 Housing and business capacity assessment, housing shortfalls and housing bottom lines

Report prepared by: Damon Mathfield, Senior Strategic Advisor – Urban Development & Kate Dahm, Team Leader Planning - Planning & Development

Report reviewed by: Jean-Paul Gaston, Deputy Chief Executive, District Development

Report approved by: Geoff Williams, Chief Executive

1. TE PŪTAKE PURPOSE

Under the National Policy Statement for Urban Development (2020) Council is required to undertake a Housing and Business Capacity Assessment (HBA). The purpose of this report is to request that Council adopts the HBA (the draft HBA was presented to Strategy, Policy and Finance Committee on 11 November).

In addition, the National Policy Statement requires Council to notify the Ministry of the Environment of any Housing Shortfall identified in the HBA; and to include the Housing Bottom Lines in the District Plan. The report provides information on the Housing Shortfall that will be provided to the Ministry; and requests approval to include the Housing Bottom Lines in the District Plan.

2. HE TŪTOHUNGA RECOMMENDATION

1. That the report “Housing and Business Capacity Assessment, Housing Shortfalls and Housing Bottom Lines” be received.
2. That the Committee recommends to Council to adopt the Housing and Business Capacity Assessment (Main Report) in Attachment 1 and the Housing and Business Capacity Assessment (Technical Report) in Attachment 2.
3. That the Committee recommends to Council to approve the inclusion of the Housing Bottom Lines, in Attachment 3, into the District Plan.

3. TE TĀHUHU, TE MATAPAKI ME NGĀ KŌWHIRINGA BACKGROUND, DISCUSSION AND OPTIONS

Under the National Policy Statement for Urban Development (NPS UD), Rotorua Lakes Council is required to prepare a HBA every three years. The HBA has been undertaken by M.E. (Market Economics Research and Consulting).

The purpose of the HBA is to assess the:

- demand for housing and business land in urban environments, and
- development capacity that is sufficient to meet that demand in its district in the short, medium, and long term.

Councillors received a presentation on the draft HBA at the Strategy, Policy and Finance Committee on 11 November. The finalised HBA Main Report and HBA Technical Report are included as Attachment 1 and 2 to this report respectively.

The NPS UD requires that following adoption of the HBA, Council undertakes a number of additional steps. These are as follows:

1. Notify the Ministry for the Environment of any housing shortfall³
2. Incorporate Housing Bottom Lines into the District Plan

Notify the Ministry for the Environment of any housing shortfall

The HBA identifies that Council has a housing shortfall of:

- 1890 dwellings in the short term (including unmet demand of 1500 dwellings).
- 1400 dwellings in the medium term (including the unmet demand of 1500 dwellings)
- 3630 dwellings in the long term

Where there is a housing shortfall Council is required to undertake a plan change and/or consider other options for increasing capacity or enabling development.

Work is already underway on a plan change to enable more housing (PC9), which must be notified by 20 August 2022.

While in relation to the need to consider other options for increasing capacity or enabling development, Councillors will be aware of the large range of initiatives that have been put in place to help enable development under the *'He Papakainga, He Hapori, Taurikura Te Pouou Rautaki – The Homes and Thriving Communities Strategic Framework'*, including the 'Build our Way Forward', 'Plan our Way Forward' and 'Enabling Infrastructure' work programmes.

³ What is a Housing Shortfall?

The NPS UD requires Councils to estimate whether there is sufficient development capacity for housing to meet the expected demand within existing and new urban areas, looking at both stand alone and attached dwellings, and over the short, medium and long term. Part 1 of the HBA calculates housing demand.

Part 2 of the HBA calculates housing capacity. The NPS sets the framework for calculating housing capacity, this is determined by calculating the capacity that is:

- enabled through the District Plan ('plan-enabled'),
- is infrastructure-ready, and
- is feasible and reasonably expected to be realised.

For Tier 1 and 2 Councils (Rotorua is a Tier 2 Council) a competitiveness margin needs to be added to this figure.

A Housing Shortfall is where housing capacity less demand.

Council will further respond to the findings of the HBA by developing a Future Development Strategy (FDS), which is required to be in place to inform the 2024 long term plan. The FDS will outline a high-level approach for achieving well-functioning urban environment. The strategy will specify where and how sufficient development capacity will be provided to meet future growth needs over the next 30 years. This will inform Council's 30 year Infrastructure strategy, setting out the how and where both development infrastructure and additional infrastructure will be delivered over the short, medium and long term.

Incorporation of Housing Bottom Lines into the District Plan

Once the HBA has been adopted, Council is required to include the Housing Bottom Lines in the District Plan (clause 3.6 of the NPS UD).

According to the NPS UD, the purpose of the housing bottom lines is to 'clearly state the amount of development capacity that is sufficient to meet expected housing demand plus the appropriate competitiveness margin in the ... district'.

Housing bottom lines for the short to medium term are the amount of feasible, reasonably expected to be realised development capacity that must be enabled to meet demand, plus a competitiveness margin of 20%. The housing bottom lines for the long term is the same assessment extended out from 2030 – 2050, and with a 15% competitiveness margin.

The Housing Bottom Lines calculated via the HBA are as follows:

- Short Term (3 years 2020-2023): additional 3,560 dwellings
- Medium Term (10 years 2020-2030): additional 6,240 dwellings
- Long Term (30 years 2020-2050): an additional 9,740 dwellings

The guidance associated with the NPS UD outlines that the housing bottom lines are intended to 'function as both accountability mechanism and a means for local authorities to be proactive in responding to projected demand and enabling supply'. Councils are expected to meet, and potentially exceed, these bottom lines.

The NPS UD specifies that the inclusion of the housing bottom lines is to be done without using the 'first schedule process' which simply means that the bottom lines are to be included in the District Plan without undertaking a formal plan change.

The Regional Council also needs to include the housing bottom lines for all Tier 1 and 2 Councils in the Region, in the Regional Policy Statement (RPS).

Attachment 3 sets out the Housing Bottom Lines and the explanatory text to be included in the District Plan.

Should Councillors accept the recommendations of the report a public notice will be included in the local papers and website advising that the District Plan has been amended with the inclusion of the Housing Bottom Lines.

Overall purpose of this work

Overall, the HBA provides a strong evidence base for informing future decisions around land supply. The requirement to undertake an HBA every 3 years is intended to ensure that there is a strong evidence base to inform planning decisions on land supply.

4. TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE

The decisions or matters of this report are not considered significant in accordance with the Council's Significance and Engagement Policy.

5. NGĀ KŌRERO O TE HAPORI ME TE WHAKATAIRANGA COMMUNITY INPUT/ENGAGEMENT AND PUBLICITY

The steps outlined above are required under the NPS UD, and have involved the collation of factual information. A stakeholder survey of approximately 90 developers and consultants was undertaken to inform the HBA. As noted above, the changes to the District Plan will be advertised via a public notice. Subsequent workstreams, specifically plan changes and the development of the Future Development Strategy will involve public consultation.

6. HE WHAIWHAKAARO CONSIDERATIONS

6.1 Mahere Pūtea Financial/budget considerations

Costs associated with the recommendations of this report will be limited to a public notice and updating of the relevant sections of the District Plan, and will come from existing budgets.

6.2 Kaupapa Here me ngā Hiraunga Whakariterite Policy and planning implications

The decisions requested in this report are in-line with the requirements of the NPS UD which Council is required to comply with.

6.3 Tūraru Risks

There are no major risks associated with the decisions or matters addressed.

6.4 Te Whaimana Authority

Council has the authority to make the decisions outlined in this paper.

7. NGĀ ĀPITI HANGA ATTACHMENTS

Attachment 1: Housing and Business Capacity Assessment (Main Report) – RDC-1225139
Circulated separately

Attachment 2: Housing and Business Capacity Assessment (Technical Report) – RDC-1225140
Circulated separately

Attachment 3: Housing Bottom Lines for inclusion in the District Plan – RDC-1225141
Circulated separately

7 Resolution to go into Public Excluded - Ka Matatapu te Whakataunga i te Tūmatanga (to consider and adopt confidential items)

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987, for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing of this resolution
CONFIDENTIAL MINUTES OF PREVIOUS MEETING HELD 2 DECEMBER 2021	Please refer to the relevant clause/s in the open meeting minutes.	Good reason for withholding exists under Section 48(1)(a)
POLYNESIAN SPA UPDATE	Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 48(1)(a) Section 7(2)(b)(ii)
CONTRACT APPROVAL	Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 48(1)(a) Section 7(2)(b)(ii)
CONTRACT APPROVAL	Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 48(1)(a) Section 7(2)(b)(ii)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6 or 7 of the Act or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item.