

10 March 2020



Via email: [Redacted]

Dear [Redacted]

Response to official information request for OIA requests from Andrew Frazer

I refer to your request for official information received 11 February 2020 relating to OIA requests from Andrew Frazer. We have processed your request under the Local Government Official Information and Meetings Act (LGOIMA) 1987.

The information you requested is enclosed. The questions you specified have been included as numbered headings in bold below, with our response following each heading.

1. **How many OIA requests has Andrew Frazer of Pauatahanui made to the Porirua City Council over the past year.**
 - 29
2. **How many of these were prior to the 2019 Council elections and how many after the 2019 Council elections.**
 - Seven requests were prior to the elections and 22 were after, as shown in the table below.
3. **What do all OIA requests relate to.**
 - These have been summarised in the table below.

Ref	Pre or Post election	Subject
080	Pre	Rates collected, summary of council expenditure by ward and summary of Councillor and Mayoral attendance for the weekly issues meeting for Jan 2018 to June 2019
086	Pre	Information relating to a range of Council costs, policies and decisions
089	Pre	Electricity and plastic recycling
097	Pre	Porirua City rebranding
104	Pre	PCC fail to include important information about the smiley face logo rebranding in the response to OIA 19-095 and PCC's quick response to it
114	Pre	PCC discussions with Ole Football or Mr David Wilson of any proposals, concepts or ideas for placing gaming machines in the Eastern suburbs, checks made and issues found regarding Mayor's quote 27 August 2019
134	Pre	Auditor's report into Mike Tana's fuel card use and costs (specifically: Did the Chief Executive Officer, Wendy Walker take legal advice relating to the release of the auditor's report into Mike Tana's Fuel Card, and did she act on that advice, when deciding not to release that report and What was the cost to Porirua City Council for the issues relating to this audit. Please include the cost of legal advice, and the costs of the auditor and any staff that were involved.
138	Post	Escooter decision making process
143	Post	Were data leaks reported to CERTNZ regarding Mike Tana's fuel card and Titahi Bay Development

Ref	Pre or Post election	Subject
148	Post	Why was it important to save money on not delivery updated recycling calendars, but not important to save money on costs investigating issues surrounding fuel card use.
149	Post	Copy of Ernst and Young report
150	Post	Relationship between Mayor Baker and owners of property on corner of Grays and Paeakakariki Hill Roads
151	Post	Did Anita Baker leak the confidential email from the CE about Mike Tana's fuel card use?
152	Post	Mayoral car use by Mayor Anita Baker – various questions
155	Post	Further to earlier OIA, why weren't data leaks reported to CERTNZ, was it an IT security issue, does PCC know how the confidential email from the CE was leaked and if so, how was it leaked?
159	Post	Fuel card system – did it pick up CE use and was she required to explain, are all PCC fuel cards audited and requesting a list of times fuel card used more than once in three day period.
162	Post	List of times CE has used fuel card more than once in three day period and why.
167	Post	Use of personal Facebook accounts for making council announcements
171	Post	Mayoral and CE car use and expenses – October 2019
172	Post	Reasonableness of 6 fuel card transactions and cost of review, legal expenses
173	Post	PCC offering fresh Christmas trees – is the climate emergency cancelled
175	Post	Mayoral and CE car use and expenses – November 2019
001	Post	Mayoral and CE car use and expenses – December 2019
004	Post	CE fuel card use in November
005	Post	Details of Mayoral car, and kilometres travelled in October, November and December 2019
010	Post	Copies of invoices for legal and audit services for fuel card investigation
011	Post	List of designated financial authorities for all PCC staff
015	Post	Emails from CE to Mayor, and replies, relating to fuel card use
016	Post	Instructions provided to Ernst and Young for fuel card investigation

4. What is the cost to the Porirua City Council to respond to these OIA.

We do not record the time spent on each specific request. However, from information supplied by council officers in a recent review, the average time any one officer spends on a LGOIMA request is five hours. In many cases, more than one officer is involved. Factoring in processing, administration and management input on top of combined officer time the average time in total on a single request is estimated at 10 hours.

Using the \$76 hourly rate set in the Office of the Ombudsman's Charging Guidelines, this would make the estimated cost for each LGOIMA request \$760, and the cost of responding to 29 requests would be **\$22,040.**

For context, each request for official information involves staff time at a variety of levels. Requests are processed by our records team, then are worked on by various council officers and managers. All requests are reviewed and signed at Chief Executive level. There is often research involved and compilation of information. In some cases, legal advice is sought.

We take the process seriously and follow the steps required by legislation to provide information in a timely and transparent way.

If you wish to discuss this decision with us, please feel free to contact Hannah Henderson,
Hannah.henderson@porirua.govt.nz.

Ngā mihi



Wendy Walker
Chief Executive
Kaiwhakahaere Matua

