

From: Grace Ockwell
To: chris.morris@odt.co.nz
Subject: LGOIMA response - Vehicle Usage
Date: Tuesday, 8 September 2015 04:47:59 p.m.
Attachments: [image001.png](#)
[image002.jpg](#)
[image003.jpg](#)
[image004.jpg](#)
[Section 13 Safe Driving Procedures 2013 \(with redactions\).pdf](#)
[Section 13 Safe Driving Procedures 2011 \(with redactions\).pdf](#)

Dear Chris,

Thank you for your email of 12 August 2015 requesting information about use of council vehicles by Council Staff.

Your request has been considered under the provisions of LGOIMA and the following response is provided.

I have repeated your questions and used your numbering to give context to our response.

1. A copy of any report, memo, email or other documentation, whether by council or outside party to council, discussing any concerns with and/or changes to the use of council cars by council staff since the start of 2014.

DCC Response

The length of time for responding to this part of your request has been extended for 20 working days pursuant to section 14(1)(a) of LGOIMA as the request necessitates a search through a large quantity of information and meeting the original time frame would unreasonably interfere with the operations of the Dunedin City Council.

2. A copy of any relevant policy that governed vehicle use at the time.

DCC Response

Section 13 of the Dunedin City Council Health and Safety Manual *Safe Driving and Fleet Management Procedures* was created in September 2011. Minor amendments were made to Section 13 in October 2014. A copy of the original and the updated Section 13 are **attached**. Please note that the phone contact details for the Citifleet/Team Leader have been withheld on grounds of privacy pursuant to section 7(2)(a) of LGOIMA.

3. An outline of implemented or proposed changes to this introduced since 2014, and an explanation of the reason why, and/or any available reports, memos, emails or other documents that details this.

DCC Response

Section 13 of the Health and Safety Manual is currently being reviewed by the Dunedin City Council. Upon completion, a copy will be forwarded to you.

As we have withheld some information you have the right pursuant to section 27 of LGOIMA to have our decision reviewed by the Office of the Ombudsman.

You have a further right of review pursuant to section 27(3) of LGOIMA as the length of time for response to question 1 of your request has been extended.

Yours sincerely

Grace Ockwell
Governance Support Officer
Civic and Legal

Dunedin City Council

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