

From: [Jenny Lapham](#)
To: [REDACTED]
Subject: FW: Local Government Official Information and Meetings Act 1987 (LGOIMA) Request
Date: Monday, 17 May 2021 10:49:00 a.m.

Dear [REDACTED]

I refer to your e-mail of 30 March 2021 and requesting information relating to LOGIMA requests and charging. Please accept my apology for the delay in responding to your request.

You have asked the following questions, our responses are below your questions

1. Does your organisation have a policy or guidelines in relation to charging requestors for supplying information under the LGOIMA?

Yes

2. If yes, please supply a written copy of the policy/guidelines, including grounds for seeking costs for supplying information, charges for photocopy, scanning or other copying of information and the hourly rate for staff time compiling LGOIMA requests?

The Council does have a charging policy which may be found on the following link

https://www.dunedin.govt.nz/_data/assets/pdf_file/0010/187606/Charging-for-LGOIMA-requests-policy.pdf

The grounds for seeking costs are set out in LGOIMA Section 13, the Office of the Ombudsman also provides guidelines in relation to charging and these can be found on the Office of the Ombudsman's website.

3. If not, what does your organisation charge for photocopying, scanning or other copying of information and what is the hourly rate for staff time in compiling requests under the LGOIMA?

Refer to our response to Question 2

In the 12 months from 1 January 2020 to December 31 2020

4. How many requests for information under the LGOIMA did your organisation receive>

We received 222 LGOIMA requests in the period 1 January 2020 to 31 December 2020.

5. Of these, how many was the requestor advised that they would incur charges for copying and staff time, or any other reason?

None – the Council has endeavoured to work with requestors to refine their request so that information can be supplied, in other instances where the request was for such a large quantity of information that the Council was unable to provide it we have declined under 17(f) of LGOIMA.

Questions 6, 7 and 8 are not applicable because we did not impose a charge on any request.

Regards

Jennifer Lapham

Governance Support Officer

Civic

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