

Tuesday 24<sup>th</sup> November 2020

Brian Warburton

[fyi-request-14191-87d21dea@requests.fyi.org.nz](mailto:fyi-request-14191-87d21dea@requests.fyi.org.nz).

Dear Brian

**Receipt of request for official information**

Thank you for your request for official information received on 24<sup>th</sup> November 2020 for Annual Report 2019-2020. We are processing your request under the Local Government Official Information and Meetings Act (LGOIMA) 1987.

You can expect a reply no later than 22<sup>nd</sup> December 2020, which is 20 working days from the day we received your request. If we're unable to respond by then we will notify you that the timeframe has been extended.

If your request requires significant staff time and/or costs there may be a charge. If this is the case we'll let you know in advance, so you can decide whether or not to proceed.

Please note that we may publish our response to your request on the Council's website if we consider it is of wider public interest.

Our reference code for any correspondence on this matter is 20-143. If you have any queries, please get in touch with our contact centre at [enquiries@porirua.govt.nz](mailto:enquiries@porirua.govt.nz) or phone 237-5089.

Ngā mihi

Marcella Ropu  
**Records & Scanning Officer**  
**Kaiārahi Pūkete me te Karapa**