

Reference: 20210214



7 July 2021

Alex Harris
fyi-request-15496-6ae5c4aa@requests.fyi.org.nz

Dear Alex

Thank you for your Official Information Act (OIA) request, received on 18 May 2021.
You requested:

- * *Treasury Circular 2019/10: Budget 2020: Requirements and Timeline for Budget 2020 Initiatives (24 September 2019)*
- * *Treasury Circular 2019/12: Budget 2020 - Timetable and Technical Requirements for Agencies (18 December 2019)*

You also clarified in a follow up communication that your request included the related documents to these circulars.

Information being released

Please find enclosed the following documents:

Item	Date	Document Description	Decision
1.	18 December 2019	Treasury Circular 2019/12	Release
2.	18 December 2019	Treasury Circular 2019/12 – Budget 2020 Process and Technical Guide for Agencies	Release
3.	18 December 2019	Treasury Circular 2019/12 – Guidance March Baseline Update 2020	Release
4.	24 September 2019	Treasury Circular 2019/10	Release
5.	24 September 2019	Treasury Circular 2019/10 – Guide to Writing Initiative Titles and Descriptions	Release
6.	24 September 2019	Treasury Circular 2019/10 – Cost Pressure Template	Release
7.	24 September 2019	Treasury Circular 2019/10 – New Spending Template	Release
8.	24 September 2019	Treasury Circular 2019/10 – Letter Templates	Release

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9.	24 September 2019	Treasury Circular 2019/10 – Digital, data and ICT initiatives guidance for Budget 2020	Release
10.	24 September 2019	Treasury Circular 2019/10 – Budget 2020 Slides for Agency Information Session	Release

I have decided to release the documents listed above, subject to direct dial phone numbers of officials being withheld under section 9(2)(k) of the OIA, to prevent the disclosure of information for improper gain or improper advantage.

Direct dial phone numbers of officials have been redacted under section 9(2)(k) in order to reduce the possibility of staff being exposed to phishing and other scams. This is because information released under the OIA may end up in the public domain, for example, on websites including Treasury's website.

Information publicly available

The following information is also covered by your request and is publicly available on the Treasury website. Accordingly, we propose to refuse the request for this information under section 18(d) of the Official Information Act, as the information requested is publicly available.

Item	Date	Document Description	Website Address
11.	18 December 2019	Treasury Circular 2019/12 – Estimates, Supplementary Estimates and their Supporting Information: Technical Guide for Departments	https://www.treasury.govt.nz/publications/guide/estimates-supplementary-estimates-technical-guide-departments
12.	18 December 2019	Treasury Circular 2019/12 – Budget Style Guide for Estimates and Supplementary Estimates of Appropriations and Supporting Information	https://www.treasury.govt.nz/publications/guide/budget-style-guide-estimates-supplementary-estimates
13.	24 September 2019	Treasury Circular 2019/10 – Budget 2020 Guide for Agencies	https://www.treasury.govt.nz/sites/default/files/2020-08/b20-guide-for-agencies-24sept19-4177889.pdf
14.	24 September 2019	Treasury Circular 2019/10 – Budget 2020 CBAX User Guidance	https://www.treasury.govt.nz/publications/guide/cbax-tool-user-guidance
15.	24 September 2019	Treasury Circular 2019/10 – Budget 2020 CBAX Spreadsheet Model	https://www.treasury.govt.nz/publications/guide/cbax-spreadsheet-model-0

Information being withheld

Item	Date	Document Description	Decision
16.	24 September 2019	Treasury Circular 2019/10 – Guide to Uploading New Spending Initiatives to CFISnet	Withhold
17.	24 September 2019	Treasury Circular 2019/10 – Guide to Uploading Cost Pressure Initiatives to CFISnet	Withhold

The documents listed above contain sensitive information about the Crown's Financial Information system. Therefore I have decided to withhold them under section 9(2)(k) of the Official Information Act to prevent the disclosure or use of official information for improper gain or improper advantage.

Please note that this letter (with your personal details removed) and enclosed documents may be published on the Treasury website.

This reply addresses the information you requested. You have the right to ask the Ombudsman to investigate and review my decision.

Yours sincerely



Simon Duncan
Team Leader, Budget Management