

23 November 2023

John Luke
fyi-request-24737-0bfca0bc@requests.fyi.org.nz

Tēnā koe John

Thank you for your request to the Department of Conservation (the Department), received on 13 November 2023, in which you asked for:

1. An update on overdue responses from Auckland Conservation Board and Waikato Conservation Board, and for the Department to urge them to respond within the statutory timeframes set out in the OIA.
2. An organisation chart of our team who deal with OIA requests, and how many OIA requests we have received between 1 January 2023 and 13 November 2023.

I have considered your request under the Official Information Act 1982 (OIA).

My team respectively contacted the Auckland Conservation Board and Waikato Conservation Board. The two Boards indicated they had not seen the OIA requests you refer to, and apologise for the oversight. Each Board has confirmed that meetings minutes have now been posted online.

In relation to the OIA function, the Department largely operates a devolved model for the management of OIA requests. We have a small team of Official Information Act Advisers providing advice to our senior leaders where responsible for preparing responses to OIA requests. The OIA Advisers meet with the business to scope and support most complex OIA requests.

Five staff report to the OIA Support Manager: one Principal OIA Adviser (the role is currently vacant); three Senior OIA Advisers; and one OIA Adviser.

From 1 January 2023 to 13 November 2023, the Department has received 658 OIA requests.

Please note that this letter (with your personal details removed) may be published on the Department's website.

Nāku noa, nā

Lucy Alcock
Director, Governance and Government Services
Department of Conservation
Te Papa Atawhai