

# Office of Hon Chris Bishop

Minister of Housing  
Minister for Infrastructure  
Minister Responsible for RMA Reform  
Minister for Sport and Recreation  
Leader of the House  
Associate Minister of Finance



James Webb  
[fyi-request-25798-12f71d28@requests.fyi.org.nz](mailto:fyi-request-25798-12f71d28@requests.fyi.org.nz)

OIA24- CB034

Dear James

Thank you for your email of 14 February 2024 requesting the following information under the Official Information Act 1982 (the Act):

*I would like to clarify that I am referring to all correspondence from Chris Bishop or his office regarding the use of te reo Māori. This includes instructions on how Kāinga Ora and Te Tūāpapa Kura Kāinga should use te reo Māori in communications to the Minister, how they must use it when communicating to the public, and how they must use it when drafting responses on behalf of the Minister's Office (e.g Letters from the Minister).*

I provide you with two emails about the use of te reo Māori. Some information has been withheld under the following sections of the Act:

Section of the Act	Reason to withhold
9(2)(a)	Protect the privacy of natural persons

In terms of section 9(1), I am satisfied that, in the circumstances, the decisions to withhold information under section 9 of the Act is not outweighed by other considerations that render it desirable to make the information available in the public interest.

You have the right to seek an investigation and review of my response by the Ombudsman, in accordance with section 28(3) of the Act. The relevant details can be found on the Ombudsman's website at: [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz).

Yours sincerely

Hon Chris Bishop  
**Minister of Housing**  
**Minister for Infrastructure**  
**Minister Responsible for RMA Reform**  
**Minister for Sport and Recreation**  
**Associate Minister of Finance**

Out of Scope

**From:** Julia Minko s 9(2)(a)  
**Sent:** Friday, January 19, 2024 12:16 PM  
**To:** Ministerial Services s 9(2)(a)  
**Cc:** Kate Goodman s 9(2)(a)  
**Subject:** Minister Bishop Correspondence Preferences  
**Importance:** High

Hey team,

Please see awesome summary from Caitlin about the Ministers preferences for correspondence.

Out of Scope



**Julia Minko (she/her)**

**Acting Private Secretary (Housing)** | Office of Hon Chris Bishop

Minister of Housing, Minister for Infrastructure, Minister Responsible for RMA Reform,  
Minister for Sport & Recreation, Leader of the House, Associate Minister of Finance

s 9(2)(a)

Website: [www.beehive.govt.nz](http://www.beehive.govt.nz)

Private Bag 18041, Parliament Buildings, Wellington 6160, New Zealand

**From:** Caitlin Hoskin s 9(2)(a)  
**Sent:** Friday, 19 January 2024 12:09 PM  
**To:** Julia Minko s 9(2)(a); James Kennelly s 9(2)(a) Elizabeth Innes <s 9(2)(a)> Regan Brash s 9(2)(a); Lisa Johnston s 9(2)(a); Harry Tod-Smith s 9(2)(a) Adam Brown s 9(2)(a)  
**Cc:** Sandy Grove s 9(2)(a)  
**Subject:** Minister's Feedback on Correspondence

Hey Bish n Chips!

Please see feedback attached from the Minister on correspondence formatting to communicate back to your agencies. Out of Scope

Out of Scope

Feature	Example 1	Example 2	Your Minister's preference:
Greeting/sign off, commas, full name/only first name	Dear First Name Last Name,  Kind regards,	Tēnā koe First name  Nāku noa, nā	Note, if correspondent is iwi/PSGE post settlement governance entity, etc. and is appropriate for te reo then use te reo. If not, English (Dear).

Out of Scope

Out of Scope

Spacing between main text and sign off	2 spaces: Thank you again for writing.  Nāku noa, na	1 space: Thank you again for writing.  Nāku noa, na	
Spacing between sign off and signature, and naming minister	<b>We have always used 5 spaces:</b> Nāku noa, na  <b>Penny Simmonds</b> Minister for the Environment		Note, use 'Yours Sincerely' for sign off

Out of Scope

Thanks team



**Caitlin Hoskin (she/her)**

**Private Secretary – Housing (Social Development)** | Office of Hon Chris Bishop  
Minister of Housing, Minister for Infrastructure, Minister Responsible for RMA Reform,  
Minister for Sport & Recreation, Leader of the House, Associate Minister of Finance

s 9(2)(a)

Email: s 9(2)(a) Website: [www.beehive.govt.nz](http://www.beehive.govt.nz)  
Private Bag 18041, Parliament Buildings, Wellington 6160, New Zealand

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**Disclaimer**

This email is confidential and solely for the use of the intended recipient. If you have received this email in error, then any use is strictly prohibited. Please notify us immediately and delete all copies of this email and any attachments. Any opinions expressed in this message are not necessarily those of the Ministry of Housing and Urban Development.

# Out of Scope

**From:** James Kennelly  
**Sent:** Monday, January 29, 2024 11:20 AM  
**To:** S 9(2)(a)  
**Cc:** Rachel Kelly S 9(2)(a)  
**Subject:** Minister's feedback on correspondence

Hi team

Here is some feedback on the Minister's preference regarding correspondence:

Feature	Example 1	Your Minister's preference:
Greeting/sign off, commas, full name/only first name	Dear First Name,  Kind regards,	Note, if correspondent is iwi/PSGE post settlement governance entity, etc. and is appropriate for te reo then use te reo. If not, English (Dear).

# Out of Scope

# Out of Scope

Cheers  
James



**James Kennelly (he/him)**

**Acting Private Secretary – Housing** | Office of Hon Chris Bishop  
Minister of Housing, Minister for Infrastructure, Minister Responsible for RMA Reform,  
Minister for Sport and Recreation, Leader of the House, Associate Minister of Finance

s 9(2)(a)

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