

27 June 2016

Roger Phillips  
Chief Executive Officer  
U Drive Mobility NZ Ltd (UDM)  
[fyi-request-4153-c155cd69@requests.fyi.org.nz](mailto:fyi-request-4153-c155cd69@requests.fyi.org.nz)

Dear Roger

**Request to refine request made under the Official Information Act 1982**

Thank you for your email of 18 June 2016 requesting the following information under the Official Information Act 1982 (the Act):

'I would like a copy of all correspondence between the Low Volume Vehicle Technical Association (LVVTA) and the New Zealand Transport Authority (NZTA), pertaining to U Drive Mobility NZ Ltd (UDM), and its CEO Roger Phillips, from start of year 2013 to current.'

As your request is so broad, it would require substantial collation and research, along with significant time to respond to. We ask that you consider narrowing the scope of your request.

If the scope of the request is not reduced, we may have to consider charging a fee to provide the information (section 15 of the Act), extending the timeframe for responding to your request (section 15A), or refusing your request (section 18(f)).

One way you could potentially narrow the scope of the request is by:

- using a different time frame eg. 1 January 2016 – current date, and
- combining the subject matter eg. so that it specifically only seeks correspondence relating to both Roger Phillips and U Drive Mobility NZ Ltd (UDM) in combination.

Charging for requests for information is allowed for under section 15(1A) of the Act. The amount would be calculated in accordance with the Ministry of Justice's 'Charging Guidelines for Official Information Act 1982 Requests' on the following basis:

- \$38 per half hour after the first hour of staff time spent searching for and collating the information, and
- 20c per A4 page for photocopying or printing in excess of 20 pages.

Currently we are not able to provide an estimate of potential costs for your request. However as an example, if your request took 40 hours to complete and was 500 pages long (1 ream of paper) the amount payable would be approximately \$3,000. If a charge was deemed necessary, the Transport Agency would process your request once payment was received in full.

The Transport Agency will not continue to process your current request until we have heard back from you in response to our request for you to refine the scope as outlined above.

If you would like to discuss the possible refinement and your request with the Transport Agency, please contact me via email at: [Official.Correspondence@nzta.govt.nz](mailto:Official.Correspondence@nzta.govt.nz).

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mark Rounthwaite', written in a cursive style.

**Mark Rounthwaite**  
Manager Technical Services  
For Chief Executive