

25 February 2013

Maria-Jane Brodie

Email: fyi-request-740-a6921bdb@requests.fyi.org.nz

Dear Maria-Jane

Extension of time limit under the Official Information Act

Thank you for your email dated 28 January 2013 and received by me on 29 January 2013.

You have requested the following information:

Breakdown of payroll error rates and statistics for the 2012 calendar year (01/01/12-31/12/12), broken down by pay period. Specifically:

- The number of underpayments and overpayments made each pay period, broken down into gross dollar value bands in increments of \$500 (e.g. overpayments \$0-\$499, overpayments \$500-\$999, underpayments \$0-\$499, etc).
- The number of staff employed by the CCDHB during each of these pay periods.
- If available, a breakdown of numbers of underpayments and overpayments by reason: error by the employee or team leader, processing error by the payroll team, system error.
- Number of staff members who have had errors over multiple pays. E.g.: number of staff with a total of 0 pay periods with an error, number of staff with a total of 1 pay periods with an error, number of staff with a total of 2 pay periods with an error, etc.
- Prefer to receive this information in electronic format - ideally, an excel spreadsheet.

Your request necessitates a search through a large quantity of information and meeting the statutory time limit would unreasonably interfere in the operations of Capital & Coast District Health Board.

Accordingly, I advise you that I wish to extend the time limit to respond to you for a further 10 working days and my response will be provided to you on or before 13 March 2013.

You have the right to complain to the Ombudsman under section 28(3) of the Official Information Act, to seek a review in relation to my extension of the time limit for a response.

Yours sincerely



Kelvin Watson
Executive Director
Clinical and Corporate Support Services