

11 MAY 2018

Zane Collins
fyi-request-7485-c11b964c@requests.fyi.org.nz

Dear Mr Collins

Official Information Act 1982 request

Thank you for your Official Information Act 1982 (OIA) request of 20 March 2018. Your request was for *"the list of policies and manuals of NZ Family court. And if it's possible to get an online access of some of the manuals and chapters"*.

On 19 April 2018, I notified you that we were extending the timeframe of your OIA request by 15 working days, from 20 April 2018 to 11 May 2018, to allow us to search through a large quantity of information.

I have interpreted your request for policies and manuals as referring to operational instructional information. This information is contained in the Family Jurisdiction Knowledge Base. The Knowledge Base is an online resource for Ministry of Justice staff describing step by step instructions for case management. The Knowledge Base is a comprehensive and inter-linked system and significant effort would be required to assemble this information for you. Therefore, I am refusing your request as allowed by section 18(f) of the OIA because the information requested cannot be made available without substantial collation or research.

Attached is an outline of the sections of the Knowledge Base. Each section contains many processes. Narrowing your request to an area of interest may enable the Ministry to provide more helpful information to you.

More information about the Family Court, including links to relevant legislation, can be found on the Ministry of Justice website at: www.justice.govt.nz/family

If you require any clarification of the information contained in this response please contact Antony Paltridge, Team Leader, Media and External Relations, by calling (04) 918 8980; or emailing media@justice.govt.nz

If you are not satisfied with this response, you have the right to complain to the Ombudsman under section 28(3) of the OIA. You can contact the Office of the Ombudsman by writing to PO Box 10152, Wellington 6143; calling 0800 802 602; or emailing info@ombudsman.parliament.nz

I trust that this information assists.

Yours sincerely



Jacquelyn Shannon
Group Manager, Courts and Tribunals, Regional Service Delivery

Ref: 67367

Family Jurisdiction Knowledge Base outline

Section	What is contained in the section
What's new...	provides regular updates about recent changes in the KB
Care of Children	provides processes, procedures and legislation relating to receiving, accepting and processing, case management and judge-led events for applications under the Care Of Children Act 2004
CYPF	provides processes, procedures and legislation relating to receiving, accepting and processing, case management and judge-led events for applications under the Children, Young Persons and their Families Act 1989
Family Proceedings	provides processes, procedures and legislation relating to receiving, accepting and processing, case management and judge-led events for applications under the Family Proceedings Act 1980
Child Support	provides processes, procedures and legislation relating to receiving, accepting and processing, case management and judge-led events for applications under the Child Support Act 1991
Domestic Violence	provides processes, procedures and legislation relating to receiving, accepting and processing, case management, programme management and judge-led events for applications under the Domestic Violence Act 1995
Births, Deaths and Marriages	provides processes, procedures and legislation relating to receiving, accepting and processing, case management and judge-led events for applications under the Births, Deaths, Marriages and Relationships Registration Act 1955 and Marriage Act 1955
Adoption	provides processes, procedures and legislation relating to receiving, accepting and processing, case management and judge-led events for applications under the Adoption Act 1955 and Adult Adoption Information Act 1985
PPPR	provides processes, procedures and legislation relating to receiving, accepting and processing, case management and judge-led events for applications under the Protection of Personal and Property Rights Act 1988
Estates	provides processes, procedures and legislation relating to receiving, accepting and processing, case management and judge-led events for applications under the Law Reform (Testamentary Promises) Act 1949, Family Protection Act 1955 and Wills Act 2007
Property	provides processes, procedures and legislation relating to receiving, accepting and processing, case management and judge-led events for applications under the Property (Relationships) Act 1976
MH/ IDCCR / A&DA	provides processes, procedures and legislation relating to receiving, accepting and processing, case management and judge-led events for applications under the Mental Health (Compulsory Assessment and Treatment) Act 1992, Intellectual Disability (Compulsory Care and Rehabilitation) Act 2003 and Alcoholism and Drug Addiction Act 1966
Specialist Services	provides procedures and legislation relating to arranging and managing service providers
General Procedures	contains procedures and legislation that may be required during any process for any of the Family Court Acts e.g. interlocutory applications
Cost Contribution Orders (CCO)	provides processes, procedures and legislation relating to managing and processing Cost Contribution Orders
System Steps	list of all system steps contained in KB
Tools	list of all tools contained in KB