

2 July 2018

Grace Haden

[fyi-request-8235-e64c2008@requests.fyi.org.nz](mailto:fyi-request-8235-e64c2008@requests.fyi.org.nz)

Dear Grace

I refer to your request under the Official Information Act 1982 (OIA), dated 5 July for:

*A copy of all documents relating to the Napier war memorial and elements in particular:*

- *documents seeking consultation with the ministry and or instructions to the ministry*
- *documents showing who proposed the option and which options were presented*
- *minutes of meetings where all options were discussed all resolutions and notes*
- *details of the persons who were consulted/ acted on behalf of the ministry for this project, their names, brief back ground and any potential conflict of interests.*

Please note, we have transferred part of your request relating to minutes of the meeting to the Napier City Council under section 14 of the OIA, as this information is not held by the Ministry, but is believed to be held by the Council. You will hear further from the Council concerning that part of your request.

Documents within scope of your first two requests are enclosed. Please note the identities of Ministry for Culture and Heritage staff have been withheld under section 9(2)(a) of the OIA to protect the privacy of natural persons.

On the second page of the documents for release the staff member refers to talking to me about conflicts of interest. They understood that there were no conflicts of interest in meeting with Napier City Council as neither staff member would be making any decisions in regards to the Napier war memorial.

In response to your fourth question about Ministry representation, the names of the members of staff who met with officials from the Napier City Council to share their professional experience of working with national war memorials have also been withheld under section 9(2)(a) of the OIA to protect the privacy of natural persons. However, I can detail in what capacity the two members of staff met with the Council:

- One member is a historian at the Ministry. Within their role they have undertaken research on the country's First World War memorials and rolls of honour.
- The other member helps visitors to consider how and who we remember using memorials and spaces like the Pukeahu National War Memorial Park.
- Neither member of staff has a conflict of interest in relation to the Napier war memorial.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

If you wish to discuss this decision with us, please feel free to contact me at [brodie.stubbs@mch.govt.nz](mailto:brodie.stubbs@mch.govt.nz) or call 027 521 0218.

Yours sincerely



Brodie Stubbs  
**Manager, Memorials & Taonga**