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Ref: DOIA 20-169]

11 March 2020

Richard Clark

**By email:** [fyi-request-12099-deb6b95a@requests.fyi.org.nz](mailto:fyi-request-12099-deb6b95a@requests.fyi.org.nz)

Dear Richard Clark

Thank you for your amended official information request received on 13 February 2020 for "any emails and dates/summaries of meetings between LINZ and FENZ (Fire Emergency New Zealand) on the subject of the licensing and publishing of the NZ Localities dataset since the start of 2016."


I would also like to thank you for taking the time to talk with Susan Shaw (Senior Resilience Advisor) to clarify your request and providing the opportunity to discuss our Resilience and Climate Change work programme with you.

Please find attached the information requested summarised in Appendix 1. This also provides additional context for specific documents where required and notes any redactions. We are of the view that the withholding of the information is not outweighed by other considerations which render it desirable in the public interest to make that information available.

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 would like to discuss this decision or any of the information provided as part of this request, please contact Susan Shaw (Senior Resilience Advisor) on 04 496 9430 or [sshaw@linz.govt.nz](mailto:sshaw@linz.govt.nz).

Yours sincerely



Jan Pierce

**Deputy Chief Executive, Location Information**

## APPENDIX 1 – Summary of released documents and notes for additional context and redactions

Ref.	Date	Details	Notes
1.	2018-06-11	Discussions regarding NZ Localities Dataset	
2.	2018-07-05	Follow up email thread re FENZ – NZ Localities	
3.	2018-10-02	Appointment details, agenda and minutes for Data Custodian Workshop	
4.	2018-12-14	Meeting details, follow-up emails with spreadsheet attachment	
5.	2019-01-16	Survey Review	
6.	2019-02-26	Initial Survey Results for Suburbs	
7.	2019-04-29	Email to FENZ seeking feedback on the first draft of the Suburbs data improvement plan.	<p>The initial wording of this first draft of the Suburbs data improvement plan set out in this email was proposed by LINZ and was based on feedback from stakeholders.</p> <p>This draft wording was superseded by the approved content published in the summary final <a href="#">Data Improvement Plan</a><sup>1</sup> published on the LINZ website and reflected in the full version released in document No. 15. Please disregard this section of the email thread and refer to the approved document.</p> <p>Names of the survey respondents have been withheld under section 9(2)(ba)(i) of the OIA because their release may prejudice the supply of confidential information and its future availability.</p>
8.	2019-05-08	Meeting appointment details	There were no minutes or summary notes from this meeting, therefore this request has been refused under section 18(g) of the Official Information Act because the information is not held.
9.	2019-05-28	Media enquiry re localities dataset	
10.	2019-06-04	Meeting appointment details and agenda for Lead Agency Hui	Appointment and agenda for Lead Agency Hui. FENZ did not attend this meeting.
11.	2019-06-13	Meeting appointment details and email thread regarding proposed wording for the Suburbs Data Improvement plan.	<p>The proposed wording of the Suburbs data improvement plan set out in this email thread was proposed by LINZ.</p> <p>This draft wording was superseded by the approved content published in the summary final <a href="#">Data Improvement Plan</a> published on the LINZ website and reflected in the full version released in document No. 15. Please disregard this section of the email thread and refer to the approved document.</p> <p>There were no minutes or summary notes from this meeting, therefore this request has been refused under section 18(g) of the Official Information Act because the information is not held.</p>
12.	2019-06-14	FENZ approval of revised wording for the improvement plan for the Localities dataset and final draft improvement plan attached.	
13.	2019-07-12	Ongoing discussion re Localities dataset following sign-off of the data improvement plan	
14.	2019-07-25	Meeting via Skype to discuss progressing the improvement plan.	There were no minutes or summary notes from this meeting, therefore this request has been refused under section 18(g) of the Official Information Act because the information is not held.
15.	2019-07-29	Email to FENZ request to review data improvement web pages and attaching final data improvement plan and PowerPoint presentation.	This email thread contains the final Data Improvement Plan which supersedes any previous draft wording communicated between LINZ and FENZ.
16.	2019-08-27	Suburbs Data Improvement Plan – template to be completed and assessment attached in preparation for meeting on 22 October 2019.	
17.	2019-08-30	Meeting to discuss key data for resilience and climate change project with senior management owner Gavin Travers	There were no minutes or summary notes from this meeting, therefore this request has been refused under section 18(g) of the Official Information Act because the information is not held.

<sup>1</sup> [https://www.linz.govt.nz/system/files\\_force/media/doc/key\\_datasets\\_for\\_resilience\\_and\\_climate\\_change\\_-\\_data\\_improvement\\_plan\\_2019\\_20.pdf?download=1](https://www.linz.govt.nz/system/files_force/media/doc/key_datasets_for_resilience_and_climate_change_-_data_improvement_plan_2019_20.pdf?download=1)

Ref.	Date	Details	Notes
18.	2019-09-26	Email from LINZ regarding publishing NZ Localities	
19.	2019-09-30	Meeting details and follow up email thread regarding the key data for resilience and climate change project and a draft letter of introduction of the key datasets project to FENZ CE.	<p>On 04 June 2019 (refer No. 10 above) a lead agency meeting was held for the key datasets for resilience and climate change project. The purpose of this meeting was for the lead agencies to sign off the data improvement plan.</p> <p>Prior to the meeting, it was recognised that not all attendees had the mandate from their organisation to agree to undertake the improvements identified through LINZ's stakeholder engagement processes.</p> <p>LINZ offered to write to each lead agency Chief Executive to inform them of the project and to request they provide the mandate to sign off on the priority improvement.</p> <p>While a letter was prepared by LINZ in draft form (as per the content of this email chain) and sent to FENZ for consideration, that draft has not been finalised nor formally issued to FENZ.</p>
20.	2019-10-01	Following meeting on 2019-09-30, post-meeting email receiving data licence and metadata file from FENZ.	
21.	2019-10-01	Sending FENZ draft metadata content standards	
22.	2019-10-07	LINZ & FENZ meeting via telephone to discuss progressing the improvement plan.	There were no minutes or summary notes from this meeting, therefore this request has been refused under section 18(g) of the Official Information Act because the information is not held.
23.	2019-10-22	Agenda for lead agency hui on 22 October 2019, subsequent minutes and draft Quarterly Progress Update for review.	<p>The draft wording for the Quarterly Progress Update: September 2019 included in this email thread was proposed by LINZ.</p> <p>This draft wording was superseded by the approved content published in the final Quarterly Progress Update: September 2019 released as document No. 24a. Please disregard this section of the email thread and refer to the approved document.</p>
24.	2019-10-25	Confirming wording for Quarterly Progress Update: September 2019.	This draft wording was superseded by the approved content published in the final Quarterly Progress Update: September 2019 released as document No. 24a. Please disregard this section of the email thread and refer to the approved document.
24a.		Quarterly Progress Update: September 2019	This document is being proactively released to confirm the final wording of the Quarter 1 update.
25.	2019-11-28	Meeting details and subsequent email thread regarding progressing the improvement plan.	<p>This email thread includes summarised feedback from the New Zealand Geographic Board (NZGB). This summary is not an accurate interpretation of the actual position of NZGB.</p> <p>Please disregard this section of the email thread and refer to document No. 28 which correctly sets out NZGB's position as subsequently provided to FENZ.</p>
26.	2019-11-29	Email to FENZ summarising conversation with Paul Stone	
27.	2019-11-29	Email regarding LINZ offering to investigate the option of having NZ Localities data published on LINZ Data Service on behalf of FENZ.	
28.	2020-01-21	Email confirming New Zealand Geographic Board's advice regarding the FENZ localities dataset	As noted in No. 25 above, this email confirms NZGB's position and corrects the summary referred to in No. 25 above.
29.	2020-01-29	FENZ approval of draft wording for the Q2 progress report.	This email thread revises LINZ's initially proposed wording for the Quarterly Progress Update: December 2019 and concludes with FENZ approval to wording which was subsequently used in the final version of the report released as document 29a. Please disregard this section of the email thread and refer to the approved document.
29a.		Quarterly Progress Update: December 2019	This document is being proactively released to confirm the final wording of the Quarter 2 update.
30.	2020-03-31	Meeting appointment details for Key Datasets for Resilience and Climate Change – Lead Agency Hui (sent 21/01/2020)	