

S-I225-04 13/OIR/0096 (DW1257990-0)

12 February 2013

Ms Maria-Jane Brodie  
c/- fyi-request-725-51a14cce@requests.fyi.org.nz

Dear Ms Brodie

**Request for information pursuant to the Official Information Act 1982**

I refer to your email dated 17 January 2013 requesting information relating to the Civil Aviation Authority's (CAA) fees and charges.

I now address your requests for information as follows:

- (a) A table of the fees and charges as at October 2010, and all intermediary fees and charges and the dates they will take effect from, and what the fees and charges will be after the phase in process is complete;*

The information you seek is available on our website at the following link <http://www.caa.govt.nz/funding/index.html>. The fees and charges as at October 2010 are available under Further Information - Discontinued CAA Levies and Fees. Information regarding the new fees is available under Further Information – New Fees, Levies and Charges. As you will see there are no intermediary fees and charges. Until the phase-in of the new fee structure is complete the only change will be in the standard hourly rate for chargeable services and this information is also provided.

Accordingly your request is refused pursuant to section 18(d) of the Official Information Act 1982 on the basis that the information requested is publicly available.

- (b) A breakdown of the components of each of the different fees and charges, and how much of each fee relates to each component;*

The CAA does hold this information; however the model containing the information is both substantial and complex and is 15 gigabyte in size. Given the size of this it would require substantial CAA resources to extract the information you are seeking. On this basis the CAA relies on section 18(f) of the Official Information Act 1982 in refusing your request as the information cannot be made available without substantial collation or research.

However, the general methodology used to determine the fee for each product or the hourly charge for services provided, is to calculate the expected full cost of each product/service divided by the expected volume of products to be provided, or expected number of hours required to deliver services provided.

The full cost of each product or service is calculated by combining the direct cost of producing each service (including personnel costs and other direct costs of the responsible

operating unit) and adding an allocation for the indirect costs of the organisation that support the production of these services. This includes general management support, accommodation, systems and other corporate support costs.

The expected volume of products to be provided, or expected number of hours required to deliver services, is based upon historical trends adjusted for known changes in the business operating environment.

These elements are combined to calculate a proposed price for each product or standard hourly charge for services, that, together with any other factors that might influence the setting of a proposed price, is subject to public consultation (eg the level of any levy cross-subsidisation of fees and charges).

***(c) Any and all documentation relating to this review and fee increases. This may include but is not limited to meeting minutes, change proposals, and implementation documentation.***

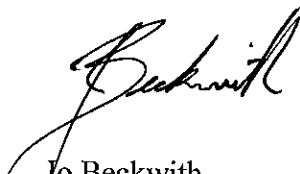
Your request for “any and all documentation” is very broad. Key relevant documentation relating to the review and fee increases is available on our website at the above link. Please see the further links provided under the Further Information section. If there is any additional information that has not already been provided on our website please resubmit your request advising with due particularity the additional information that you are seeking.

In the meantime your request is refused pursuant to section 18(f) of the Official Information Act 1982 on the basis that the information requested cannot be obtained without substantial collation or research.

Please contact me by email [oia@caa.govt.nz](mailto:oia@caa.govt.nz) or by telephone 04 560 9400 if you have any queries regarding your request.

Pursuant to section 19(b) of the Official Information Act 1982, you have the right, by way of complaint under section 28(3) to an Ombudsman, to seek an investigation and review of our refusal.

Yours sincerely



Jo Beckwith  
Official Information and Privacy Officer