

5 August 2013

Glenn Collis

Email: [fyi-request-869-9612615d@requests.fyi.org.nz](mailto:fyi-request-869-9612615d@requests.fyi.org.nz)

Dear Sir/Madam

### OFFICIAL INFORMATION REQUEST

Council refers to your request made under the Local Government Official Information and Meetings Act 1987. Your request for information was received by Council on 5 August 2013.

Under Section 13 of the above Act, the Council is required, as soon as reasonably practical, and in no case later than 20 working days after the date of which the request is received.

- (a) Decide whether the request is to be granted and, if it is to be granted, in what manner and for what charge (if any); and
- (b) Give or post to the person who made the request notice of the decision on the request.

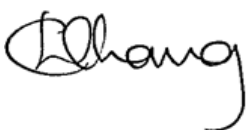
For your request, the 20 working days period has been calculated as being no later than 2 September 2013.

Please note that the Council is permitted to make a reasonable charge for the cost of labour and materials involved in making the information available, and for any costs incurred pursuant to a request to make the information available urgently. If a charge is to be imposed, you will be advised before your request is processed.

Please also note that if the Council declines your request in whole or part, or if a charge is imposed for the supply of information, you have the right to have the Council's decision reviewed by the Office of the Ombudsmen;

The Office of the Ombudsmen  
PO Box 10-152  
The Terrace  
Wellington 6143.

Yours faithfully



Carletta Chang  
COMMITTEE ADMINISTRATOR