

## **14) Requests for Official Information**

Under the Local Government Official Information and Meetings Act 1987 (LGOIMA) any person may request information from the council. Any request for information is a request made under LGOIMA. You do not have to say that you are making a request under LGOIMA.

Once a request is made the council must supply the information unless reason exists for withholding it. The LGOIMA says that information may be withheld if release of the information would:

- Endanger the safety of any person
- Prejudice maintenance of the law
- Compromise the privacy of any person
- Reveal confidential or commercially sensitive information
- Cause offence to tikanga Maori or would disclose the location of waahi tapu
- Prejudice public health or safety
- Compromise legal professional privilege
- Disadvantage the local authority while carrying out negotiations or commercial activities
- Allow information to be used for improper gain or advantage

The council must answer requests within 20 working days (although there are certain circumstances where this time-frame may be extended). The council may charge for official information under guidelines set down by the Ministry of Justice.

Requests for official information may be written or oral and should be directed to the Manager, Issues Resolution Officer, Issues Resolution, Wellington City Council, PO Box 2199, Wellington, who will action the request on behalf of the Chief Executive.

(LGOIMA 1987).