

19 December 2022

[REDACTED]

REF: OIA-11574

Dear [REDACTED]

Request made under the Official Information Act 1982

Thank you for your email of 28 November 2022 requesting the following information under the Official Information Act 1982 (the Act):

This is a request for official information under the Official Information Act 1982 relating to staff training in 2022.

We request the following information:

- 1. What mandatory training courses/programmes have staff (some staff or all) been required to attend in 2022? Please list the name of the course, the purpose, who facilitated it, who was required to attend, and the cost to Waka Kotahi in total and per participant.*
- 2. For each training courses/programme please indicate whether or not they were run during normal work hours.*

The breakdown of the mandatory staff training courses / programmes you have requested is enclosed in the attached spreadsheet titled *OIA Mandatory Staff Courses 2022*.

Waka Kotahi NZ Transport Agency does not hold the cost per person for mandatory staff courses that are delivered and were developed internally. As such, we are refusing this part of your request under section 18(g)(i) as the information requested is not held by the department or venture or Minister of the Crown or organisation and the person dealing with the request has no grounds for believing that the information is either held by another department (for itself and for a departmental agency hosted by it or an interdepartmental executive board serviced by it) or interdepartmental venture or Minister of the Crown or organisation, or by a local authority.

Under section 28 of the Act, you have the right to ask the Ombudsman to review my decision to refuse part of this request. The contact details for the Ombudsman can be located at www.ombudsman.parliament.nz.

In line with Waka Kotahi policy, this response will soon be published on our website, with personal information removed.

If you would like to discuss this reply with Waka Kotahi, please contact Ministerial Services, by email to official.correspondence@nzta.govt.nz.

Yours sincerely

A handwritten signature in black ink, appearing to read 'T. McPhee', written in a cursive style.

Tammy McPhee
Executive Advisor - People