



24 March 2021



Reference: OIA-2020/21-0398

**Official Information Act request relating to reporting on Official Information Act statistics**

Thank you for your Official Information Act 1982 (the Act) request received on 24 February 2021. You requested:

*“Te Kawa Mataaho Public Service Commission (TKM) currently requires all agencies to report basic statistics on OIA handling every six months, including requests completed, timeliness, responses published and complaints. It also provides guidance to agencies on publication of statistics, and on what other statistics could be collected in order to improve performance and accountability to the public. This guidance can be found here:*

*<https://www.publicservice.govt.nz/assets/Legacy/resources/Selection-Reporting-of-OIA-Statistics-v2.pdf>*

*I am conducting research on whether agencies are following this guidance, and what statistics on OIA requests are held. I therefore wish to request the following information under the OIA...”*

As you note, the Department of the Prime Minister and Cabinet (DPMC) provides statistical information to the Te Kawa Mataaho Public Service Commission (TKM) on requests completed (including requests completed within the legislated timeframes). DPMC also reports on Official Information Act statistics as part of the annual Financial and Estimates Committee (FEC) reporting requirements. This information is also publicly available once the Select Committee has completed its review.

Regarding the remainder of your request, please find the response set out in the table below:

<b>1. Are the OIA statistics reported to TKM published on your agency's website, and if so, where?</b>	No
<b>2. Are any additional statistics (such as those detailed below) published on your agency's website, and if so, where?</b>	No
<b>3. Does the agency collect or report (please answer collect, report, or no):</b>	
<b>a) the number of requests received;</b>	Report
<b>b) the number of requests transferred in full;</b>	Collect

<b>c) the number of requests withdrawn;</b>	No While this information is held, it is not readily collectable without reviewing individual workflows.
<b>d) the number of requests refused;</b> <b>e) the number of requests granted in part;</b> <b>f) the number of requests granted in full;</b>	Collect The consistent collection of this information is a result of recent processes. Therefore, the method for reporting on this data is yet to be tested, and any reporting on this information would require the individual review of workflows, to ensure this collection process is robust.
<b>g) time taken from receipt of request to despatch of the official information or decision to refuse;</b>	Collect
<b>h) time taken from receipt to transfer.</b>	Collect
<b>4. Does agency count the number of requests (please answer yes or no):</b>	
<b>a) requesting urgent attention;</b>	No We review requests for urgency and action accordingly, but this decision is not recorded in a readily collectable format.
<b>b) amended or clarified (within or outside the legislated seven day time frame);</b> <b>c) consulted another agency or 3rd party;</b> <b>d) consulted Minister;</b> <b>e) charged;</b>	No While this information is held, it is not readily collectable without reviewing individual workflows.
<b>f) extended;</b>	Yes
<b>g) notified to Minister;</b>	No While this information is held, it is not readily collectable without reviewing individual workflows.
<b>h) where the statutory time-frame to transfer a request was met or not met;</b> <b>i) where the statutory time-frame to notify an extension was met or not met;</b>	Yes
<b>j) where the statutory time-frame to seek amendment or clarification was met or not met.</b>	No While this information is held, it is not readily collectable without reviewing individual workflows.
<b>5. Does the agency measure (please answer yes or no):</b>	
<b>a) time taken from receipt of request to decision regarding release of information;</b>	Yes Please note, we hold the relevant information to calculate this figure, not the figure itself.
<b>b) time from receipt to seeking clarification;</b>	No While this information is held, it is not readily

	collectable without reviewing individual workflows.
<p><b>c)</b> time from receipt to notification of extension;</p> <p><b>d)</b> duration of extension;</p> <p><b>e)</b> time for agency or third party response;</p> <p><b>f)</b> time for Minister response;</p>	Yes
<p><b>g)</b> time from decision to release of information.</p>	<p>No</p> <p>Noting that we have interpreted 'decision' as being the date the response letter to the requestor is signed. Usually this occurs on the same day as the information is released.</p>
<b>7. Does the agency have any system to classify requests by (please answer yes or no):</b>	
<p><b>a)</b> channel;</p> <p><b>b)</b> gateway;</p>	<p>No</p> <p>While this information is held, it is not readily collectable without reviewing individual workflows.</p>
<p><b>c)</b> requester category;</p>	Yes

You have the right to ask the Ombudsman to investigate and review my decision under section 28(3) of the Act.

This response will be published on the Department of the Prime Minister and Cabinet's website during our regular publication cycle. Typically, information is released monthly, or as otherwise determined. Your personal information including name and contact details will be removed for publication.

Yours sincerely



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