

27 June 2024

Dear

Ref: OIA-2023/24-0910

Official Information Act request for correspondence related to use of titles for Hon Judith Collins KC

Thank you for your Official Information Act 1982 (the Act) request received on 29 May 2024. You requested:

- "- Copies of all correspondence concerning Hon Judith Collins KC MP's titles, her signature, and her and/or her office's preferences for how they are presented in documents.
- This should include but be not limited to emails, text messages, whatsapp messages, signal messages etc, within your agency, with staff from other agencies, and with Judith Collins and/or her office."

You gave the timeframe for your request to be "*Please note this request applies to all communications sent/received in the period 27 November 2023 to 29 May 2024*". We have understood your request to relate to any Department of the Prime Minister and Cabinet (DPMC) correspondence, both internal and external.

ltem	Date	Document title or description	Decision
Item 1	7/02/2024	Microsoft Teams message between Ministerial Services Manager and staff member.	Some information withheld under: s9(2)(g)(ii)
Item 2	27/03/2024	Emails among officials in DPMC regarding metadata in DPMC workflow system.	Some information withheld under: s9(2)(g)(ii)
Item 3	24/04/2024	Letter from the Prime Minister to Hon Judith Collins KC regarding published Ministerial List.	Released in full.

Please find **attached** the following documents as set out in the table below:

As noted above and marked in the documents themselves, some names and contact information has been withheld under section 9(2)(g)(ii) of the Act, to prevent improper pressure or harassment.

In addition, DPMC also holds an email from the Secretary of the Cabinet, Rachel Hayward, to the Prime Minister on Friday 19 April 2024 with the subject line: "*Portfolio issues – notes for discussion*". This document is withheld in full. The majority of the document does not fall within the scope of your request. There is one paragraph which is relevant to your request. However, this is withheld under the following sections of the Act:

- Section 9(2)(f)(iv), to maintain the confidentiality of advice tendered by or to Ministers and officials; and
- Section 9(2)(g)(i), to maintain the effective conduct of public affairs through the free and frank expression of opinion.

In making my decision, I have considered the public interest considerations in section 9(1) of the Act. No public interest has been identified that would be sufficient to outweigh the reasons for withholding that information.

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

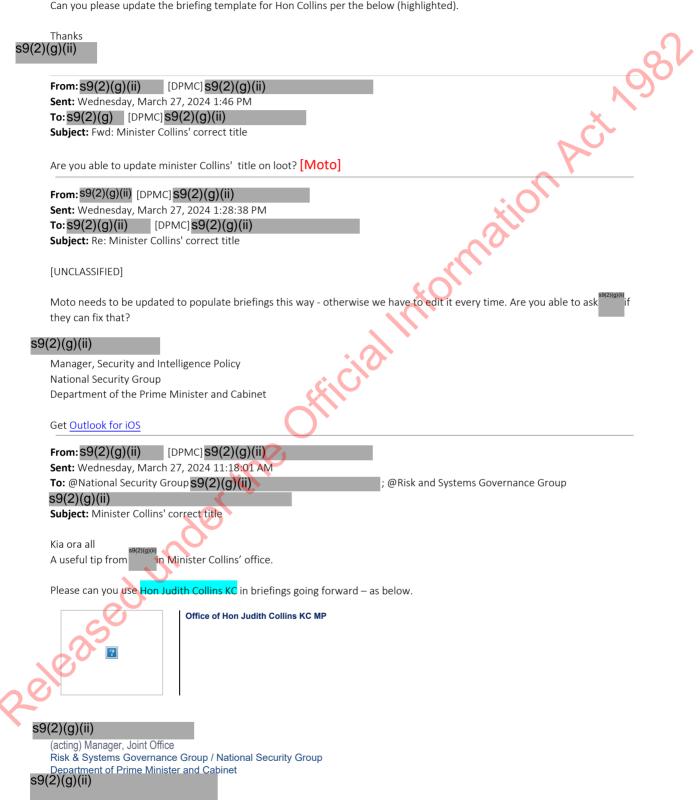
Clare Ward Executive Director Strategy, Governance and Engagement Group





_{Hi}s9(2)(g)(ii)

Can you please update the briefing template for Hon Collins per the below (highlighted).



24 April 2024

Hon Judith Collins KC Parliament House WELLINGTON

Dear Judith

As you know, I have made a small number of Ministerial changes, effective today, 24 April 2024.

I have taken this opportunity to also formally recognise your appointment as King's Counsel, with "KC" now recorded by your name on the Ministerial List. There are no other changes to your inder the official Ministerial roles and responsibilities.

, ct 1987