



17 AUG 2017



Dear 

On 12 June 2017 you emailed the Ministry requesting, under the Official Information Act 1982, information regarding Official Information Act requests (OIAs) reviewed by Ministers prior to release. It was clarified with you that all of your questions pertained only to Ministry responses, not Ministerial responses.

You requested the following information:

- *For each of the last 10 OIAs addressed to your agency that Minister Tolley or her office reviewed before release, please provide:*
 1. *what was requested*
 2. *the initial assessment by your agency, provided to the Minister's office, as to what information should be released*
 3. *any correspondence between your agency and the Minister's office about what information should be released, withheld or refused*
 4. *the final assessment by your agency detailing what requested information would be released.*

To help with your interpretation of the information provided, please note that the Ministry has a centralised process for managing and responding to OIA requests. The team responsible for this is the Official and Parliamentary Information Team, which sits within the wider business group of Ministerial and Executive Services.

There are two ways in which the Ministry consults with the Office of the Minister for Social Development, Hon Anne Tolley about OIAs. Most OIAs are sent in hard copy with a covering consultation memo to the office. They are returned with any feedback from the Minister's office recorded on the Minister's office tracking memo. The Minister's office may also provide feedback or seek clarification about a response to a request directly from the Ministry Advisor who compiled the response, through a phone conversation or email.

For responses that are low risk, the Ministry Advisor emails a copy of the response to the Minister's office for consultation. The Minister's office then responds by email or phone call with any feedback. This process is called 'Fast-Track'.

Table 1 provides a list and summary of the ten most recently sent responses (as at the time of your request) addressed to the Ministry that were socialised with the Office of the Minister for Social Development. The table also includes an outline of the decisions made about the request prior to consultation, and the final decision about what would be released, after consultation.

Appendix 1 contains copies of the documents associated with the responses that were socialised with Minister Tolley's office. These documents are labelled 'OIA 1' through to 'OIA 10' for your reference.

- *For each of the last 10 OIAs addressed to your agency that Minister Adams or her office reviewed before release, please provide:*
 1. *what was requested*
 2. *the initial assessment by your agency, provided to the Minister's office, as to what information should be released*
 3. *any correspondence between your agency and the Minister's office about what information should be released, withheld or refused*
 4. *the final assessment by your agency detailing what requested information would be released.*

As for consultation with Minister Tolley's office, the Ministry consults with the office of the Minister for Social Housing, Hon Amy Adams about OIAs in two ways, through sending a hard copy with a consultation memo or by email through the 'Fast-Track' process. Note there is no 'tracking memo', Minister Adam's office records any feedback on the consultation memo. Minister Adam's office may also provide feedback or seek clarification about a response to a request directly from the Ministry Advisor who compiled the response, through a phone conversation or email.

For responses that are low risk, the Ministry Advisor emails a copy of the response to the Minister's office for electronic consultation. The Minister's office then responds by email or phone call with any feedback. This process is called 'Fast-Track'.

Table 2 provides a list and summary of the ten most recently sent responses (as at the time of your request) addressed to the Ministry that were socialised with the Office of the Minister for Social Housing. The table also includes an outline of the decisions made about the request prior to consultation, and the final decision about what would be released, after consultation.

Appendix 2 contains copies of the documents associated with the responses that were socialised with Minister Adam's office. These documents are labelled 'OIA 11' through to 'OIA 20' for your reference.

- *I would also like to request any general instructions, suggestions or feedback provided by Ministers' Offices or Ministers to your agency since the 2014 General Election about:*
 1. *what information should or shouldn't be released under the Official Information Act*
 2. *how information could be presented or communicated when considering that information might have to be released under the OIA*
 3. *the Minister's opinions or preferences regarding the release of information by your agency under the Official Information Act.*
- *Please provide information on what, if anything, your agency did in response to each of the above three points.*

Both the Official and Parliamentary Team and the Ministers' offices are clear that Chief Executive responses are the responsibility of the Ministry and final decisions are for the Ministry, not the Ministers or their offices, to make. Both Minister Adam's

and Minister Tolley's offices expect the Ministry to form timely, accurate, and helpful responses to OIA requests, in accordance with the legislation.

There have been no formal general instructions, suggestions or feedback provided by either office since 2014 regarding what information should or should not be released, how the information could be presented or communicated, or either Minister's opinions or preferences regarding the release of information by the Ministry in response to requests made to the Chief Executive.

Advice or suggestions from the Ministers' offices regarding specific requests can sometimes be generalised by the office or by the Official and Parliamentary Information Team and shared verbally at team meetings. Such instances that the team recalls are:

- Consideration of incorporating an apology in the letter if the response is delayed.
- Including contextual information about new initiatives.
- Upholding the principles of the Act through consideration of proactive release of information or documents.
- Allowing adequate time (at least two working days) for socialisation with the office prior to release of a response.
- Ensuring the Ministry has a communications plan in place prior to the release of information that is likely to generate a lot of public interest.

The Official and Parliamentary Information Team Manager has been in the position over the entire time period of your request. The Manager's recollection regarding your questions is as follows:

I don't believe we have received anything in writing or verbally from the Minister or ministerial staff that satisfy Mr Peach's questions. From time to time the office might suggest a stylistic edit to correspondence, but nothing significant that would imply information should or shouldn't be released, presented, or communicated.

The principles and purposes of the Official Information Act 1982 under which you made your request are:

- to create greater openness and transparency about the plans, work and activities of the Government,
- to increase the ability of the public to participate in the making and administration of our laws and policies and
- to lead to greater accountability in the conduct of public affairs.

This Ministry fully supports those principles and purposes. The Ministry therefore intends to make the information contained in this letter and any attached documents available to the wider public shortly. The Ministry will do this by publishing this letter and attachments on the Ministry of Social Development's website. Your personal details will be deleted and the Ministry will not publish any information that would identify you as the person who requested the information.

If you wish to discuss this response regarding decisions made about Official Information Act responses with us, please feel free to contact OIA_Requests@msd.govt.nz.

If you are not satisfied with this response, you have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at www.ombudsman.parliament.nz or 0800 802 602.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Elisabeth Brunt', with a stylized, flowing script.

Elisabeth Brunt

General Manager, Ministerial and Executive Services

Table 1: The ten most recently sent Ministry responses to Official Information Act requests that were socialised with Minister Tolley's office prior to release, including an outline of what was requested and the decision made about whether to provide the information requested before and after consultation with the Minister's office.

Date released	Request made under the Official Information Act	Initial decision about what information to release made by the Ministry	Correspondence between the Ministry and the Minister's office (copies provided in Appendix 1)	Final decision made following consultation with Minister Tolley's Office
9 June 2017	<p><i>The amount of money paid out by the government, over the last five years, to beneficiaries who have made claims under 'deported to New Zealand' benefit.</i></p> <p><i>Specifically over the past five years (with a year-by-year breakdown):</i></p> <ul style="list-style-type: none"> • <i>How much money has been paid out?</i> • <i>How many applicants have been granted benefits in that category?</i> • <i>How many applicants have been turned down?</i> • <i>How many have applied for that particular benefit?</i> • <i>What countries applicants have been deported from?</i> • <i>Whether applicant numbers have decreased or increased over that time period?</i> 	<p>The request was refused in full. Proposed response to provide a refusal under section 18(e) of the Act as the 'deported to New Zealand' benefit does not exist. Proposed response also to provide contextual information about what support is available to people deported to New Zealand and relevant web-links, and advise that whether clients have been deported to New Zealand is information that is held on individual case notes and if this was subsequently requested, it would likely be refused under section 18(f) of the Act.</p>	'OIA 1, Email 1',	Decision unchanged.
6 June 2017	<p><i>The number of people in Dunedin (including South Dunedin and Mosgiel) who are currently receiving Jobseeker Support with a Health Condition Deferral for cancer.</i></p>	<p>The request was granted in full. Proposed response to provide the number of clients receiving Jobseeker Support (health condition, injury or disability) where the main incapacity is recorded as cancer, who are assigned to the Dunedin, South Dunedin and Mosgiel Service Centres. Proposed response also to provide contextual information about the recently introduced process where the number of medical certificates required for clients receiving a Jobseeker Support (health condition, injury or disability) with a cancer diagnosis has been reduced</p>	<p>'OIA 2, Email 1'</p> <p>You will note this email asks why the response was treated as a 'Fast-track'. This is as the request was from a journalist and typically the 'Fast-track' process is not used for media requests.</p>	Decision unchanged.

		and a web-link to further information.		
	<i>The number of recipients, percentage of total recipients, and the total amount of tax deducted from each of these categories of New Zealand Superannuation:</i>	The request was granted in full. Proposed response to provide brief contextual information, a web-link to the Benefit Fact Sheets and the tax paid on New Zealand Superannuation and all other benefits between 1 January 2016 and 31 December 2016, and the number of people receiving New Zealand Superannuation as at the end of December 2016, by categories and amount of tax paid based on the weekly payment rate.		
23 May 2017	<ul style="list-style-type: none">• Single, living alone• Single, sharing• Married, civil union or de facto couple (both partners qualify)• Married, civil union, or de facto couple (only one partner qualifies) <i>The total amount of tax deducted from main benefits</i>		'OIA 3 Consultation memo' and 'OIA 3 Tracking memo'.	Decision unchanged.
22 May 2017	<i>[To the Ministry of Youth and the office for seniors]</i> <i>Details of all expense claims (regardless of the amount) made by staff including all documents relating to each item (receipts, claims forms, etc.).</i> <i>Details of all taxpayer funded international travel by staff at your agency.</i> <i>All credit, purchase and travel card statements related to staff at your agency.</i>	The request was granted in part. Proposed response to provide copies of the expense claim forms and supporting documents within scope, and to refuse the request for credit, purchase or travel card statements under section 18(e) of the Act as this information does not exist, as neither the Office for Seniors nor the Ministry of Youth Development staff hold such cards. Names and identifying information relating to some individuals proposed to be withheld under section 9(2)(a) of the Act, to protect the privacy of natural persons.	'OIA 4 Consultation memo' and 'OIA 4 Tracking memo'.	Decision unchanged (typo amended).
22 May 2017	<i>The number threats to Work and Income staff in the calendar years of 2013, 2014, 2015, 2016 nationally. I would like to know the number of threats made to Work and Income offices in the calendar years of 2013, 2014, 2015, 2016. The breakdown of how those threats of if the threats were in person or over the phone nationally.</i>	The request was granted in part. Proposed response to provide contextual information about the Ministry's zero tolerance approach to threats and intimidation, and the number of threats at Ministry offices	'OIA 5 Consultation memo' and 'OIA 5 Tracking memo'.	Decision unchanged.

	<p><i>What were the type of threats - blowing up the office, threat to shoot people, threat to cause some kind of damage, threat to harm someone or those connected to staff members nationally. Could I please also have the figures for the Waikato region.</i></p>	<p>that included a threat to harm, kill, bomb threat, a threat with harmful substances, or threat of stalking, nationally and for the Waikato region, for the past three financial years. The request for incidents to be broken down by whether the threat was made to the office or to a staff member to be jointly refused under section 18(f) of the Act, as substantial manual collation would be required to address the request, and section 18(g) of the Act as, in some cases, the information is not held by the Ministry.</p>		
15 May 2017	<p><i>When your staff are seconded to work at locations outside of their home base, where do they stay? (eg hotel, motel)</i></p> <p><i>What price per night is paid on average?</i></p> <p><i>What else is paid for? (eg travel, food, allowances)</i></p> <p><i>Does your department "shop around" for the best rate and why/why not?</i></p> <p><i>If staff are seconded for a long period of time, how long does your department fund their accommodation etc before they must make their own arrangements?</i></p> <p><i>How many of your staff were seconded over the last year?</i></p> <p><i>What was the total spend on accommodation for staff on secondment last year and how does that compare to previous years?</i></p>	<p>The request was granted in part. Proposed response to provide contextual information regarding the Ministry's policies about seconded staff. Each question to be addressed, with the exception of advising that the Ministry is unable to determine the average cost per night of accommodation for all seconded staff without substantial manual collation; therefore this part of the request is refused under section 18(f) of the Act.</p>	<p>'OIA 6 Consultation memo' and 'OIA 6 Tracking memo'.</p>	<p>Decision unchanged.</p>
11 May 2017	<p><i>The number of trespass notices issued at each Work and Income office for each of the last two years [refined your request to include South Island Offices].</i></p>	<p>The request was granted in full. Proposed response to provide the number of trespass notices by site and contextual information about when a trespass may be issued and client's options for communicating</p>	<p>'OIA 7 Consultation memo' and 'OIA 7 Tracking memo'.</p>	<p>Decision unchanged.</p>

		with the Ministry when trespassed.		
5 May 2017	<i>Each year for the last ten years, the total expenditure on New Zealand Superannuation divided by the number of recipients.</i>	The request was granted in full. Proposed response to provide contextual information about the payment categories of New Zealand Superannuation, the number of recipients, the average weekly amount paid and the payment rate.	'OIA 8 Consultation memo' and 'OIA 8 Tracking memo'.	Decision unchanged.
4 May 2017	<i>Final decision and policy information and how the decision and/or policy was communicated to staff (either via email or intranet) and a copy of that communication.</i>	The request was granted in part. Proposed response to provide copies of eight documents, Some information to be withheld to protect the privacy of natural persons, some information to be withheld as parts of some of the documents were out of scope of the request.	'OIA 9 Consultation memo', 'OIA 9 Tracking memo', and 'OIA 9 Additional redaction shown'.	One additional redaction made. A small additional portion of one of the documents, an intranet message from the Ministry's Health Safety and Security team, was withheld as out of scope of the request. The document with the additional redaction marked is enclosed. As you will note, the section removed relates to earthquake safety and is not in scope of the request.
4 May 2017	<i>Any estimates of how many people or what percentage of people charged with a crime in the Youth Court are likely/estimated to be on the FASD spectrum.</i>	The request was granted in part. Proposed response provided the number of working age clients who	'OIA 10 Consultation memo' and 'OIA 10 Tracking memo'.	Decision unchanged.

	<p><i>Any information relating to recidivism rates among youth officially diagnosed with FASD. How many people receiving any kind of benefit have been diagnosed with Fetal Alcohol Spectrum Disorder?</i></p>	<p>have identified having Fetal Alcohol Spectrum Disorder as the primary incapacity reason as at 31 March 2017 broken down by benefit received. Proposed refusal under section 18(f) of the Act of the request for the number of people who are charged with a crime in the Youth Court and recidivism rates for people who have been diagnosed with Fetal Alcohol Spectrum Disorder as this information is on individual case files.</p>		
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Table 2: The ten most recently sent Ministry responses to Official Information Act requests that were socialised with Minister Adam's office prior to release, including an outline of what was requested and the decision made about whether to provide the information requested before and after consultation with the Minister's office.

Date released	Request made under the Official Information Act	Initial decision about what information to release made by the Ministry	Correspondence between the Ministry and the Minister's office (copies provided in Appendix 2)	Final decision made following consultation with Minister Adam's office
24 May 2017	<i>The dollar value amount of Emergency Housing Special Needs Grants (SNG) granted for a list of 23 motels in the Waikato region. Information relating to all emergency housing providers in the Waikato region</i>	The request was granted in part. Proposed response to provide the number and dollar value amount of Emergency Housing SNGs approved for accommodation in Hamilton, by quarter between 1 July 2016 and 31 March 2017 (payments by cheque excluded as substantial manual collation would be required to find which provider the payments not made electronically went to, section 18(f) refusal), and all emergency housing providers who are currently or have previously been contracted and providers who the Ministry is intending to contract, as at 15 February 2017.	<i>'OIA 11 Consultation memo'.</i>	Decision unchanged.
23 May 2017	<i>The number of Social Housing tenancies ended because of reviewable tenancies each year from 2013, and of these, how many people moved into the private rental market or are now living in emergency accommodation and the number of people that were moved because the house was the wrong size, location or the tenant was over the income threshold.</i>	The request was granted in part. The Ministry does not hold information on where a household moves onto in some instances (section 18(g) refusal). The proposed response provides contextual information about tenancy reviews and the number of tenancy reviews since 1 July 2014, broken down by outcome, as at 31 March 2017.	<i>'OIA 12 Consultation memo'.</i>	Decision unchanged.
22 May 2017	<i>Statistics showing the current number of Social Housing requests in Kapiti, the current number of Emergency Housing requests in Kapiti and current levels of homelessness in the Kapiti area.</i>	The request was granted in part. There are fewer than six eligible applications on the Social Housing Register in the Kapiti Coast District where the main reason for need is homelessness, as at 31 March 2017. Releasing this information is likely to	<i>'OIA 13 Consultation memo' 'OIA 13 Email 1' 'OIA 13 Email 2' You will note that the consultation memo</i>	Decision unchanged.

		risk identifying the individuals concerned. As such, this information is withheld under section 9(2)(a)	mentions advice. This advice was provided by phone and by email (<i>email 1</i>), and was to include a web-link in the response. The web-link was not provided in the response as per the business unit advice in <i>'email 2'</i> .	
27 April 2017	<i>The number of families billeted in alternative accommodation such as motels in Northland and how much it has cost the Ministry.</i>	The request was granted in full. Proposed response provides contextual information about the social housing register, and the emergency housing SNGs, the number of individuals who received grants, and the number and dollar value of emergency housing SNGs to clients in Northland.	<i>'OIA 14 Consultation memo'.</i>	Decision unchanged. (Error changed as response incorrectly stated 'the December 2017 quarter' instead of the December 2016 quarter).
19 April 2017	<i>The number and dollar value amount of emergency housing Special Needs Grants approved for Napier and Hastings.</i>	The request was granted in full. Proposed response provides emergency housing Special Needs Grants in the Napier and Hastings regions, broken down by service centre, the number of grants and the amount granted, for the quarter ending December 2016.	<i>'OIA 15 Consultation memo'.</i>	Decision unchanged.
19 April 2017	<i>The number and dollar value amount of Emergency Housing Special Needs Grants approved for the North Shore region.</i>	The request was granted in full. Proposed response provides contextual information and dollar value amount and number of emergency housing SNGs approved in the North Shore for the December 2016 quarter.	<i>'OIA 16 Consultation memo'.</i>	Decision unchanged.
30 March 2017	<i>All correspondence, emails memos or similar discussing [name redacted under section 9(2)(a)]</i>	The request was granted in part. Note that the requestor had a privacy	<i>'OIA 17 Consultation memo', 'Email 1 OIA 17',</i>	Decision unchanged.

	<i>of the Act] case, housing situation, priority assessment, media coverage, and/or intervention from the office of Kelston MP Carmel Sepuloni between October 2016 and 1 February 2017.</i>	waiver. Proposed response provides background narrative outlining the timeline of the person's situation, and copies of the emails in scope provided. Proposed response withholds some information under section 9(2)(a) to protect the privacy of natural persons, Some information is also withheld under section 9(2)(g)(i) of the Act to protect the effective conduct of public affairs through the free and frank expression of opinions. As there were no documents or research given to Ministry executives about or mentioning the individual, this part of the request to be refused under section 18(e) of the Act, as the information does not exist.	and 'Email 2 OIA 17' The Minister's office suggested that additional contextual information be added. This suggestion was discussed with the Housing team. Some of the suggested information was not included in the letter as the information was already in the public domain and the requestor was aware of it. Lines from a prior media statement were also not incorporated into the letter as suggested, as the media statement was included in the documents proposed for release. As such, it was felt the addition of this text to the letter did not add additional meaning or context. Additional contextual information about the Social Housing Register was added as suggested (outlined in 'Email 2').	Additional paragraph of contextual information added.
15 March 2017	<i>How many Work and Income clients needed the ministry's help with emergency housing between January 1, 2015 and December 20, 2016. What is the total amount of money Work and Income has paid to motels, hotels, caravan parks and holiday parks for providing accommodation to</i>	The request was granted in part. Provide- contextual information about the emergency housing SNG, when it is recoverable vs non recoverable, the total amount and five highest amounts of recoverable emergency housing SNGs as at 31 December 2016, the	'OIA 18 Email 1' 'OIA 18 Email 2'	Decision unchanged. Additional contextual information added.

	<p><i>its clients – in 2015 and in 2016.</i></p> <p><i>Please specify how much of that was recoverable and how much was non-recoverable.</i></p> <p><i>What are the names of the five motels, hotels, caravan parks and holiday parks which received the most money from Work and Income between January, 2015 and December, 2016, and please list the total amount they received during this period. Please also include how much of the money paid to each was recoverable and non-recoverable.</i></p> <p><i>How many motels, hotels, caravan parks and holiday parks has WINZ paid to provide accommodation to its clients between January, 2015 and December, 2016</i></p> <p><i>What is the total amount of money Work and Income has paid to Allenby Park Hotel in Papatoetoe between January, 2015 and December 2016?</i></p> <p><i>What is the total number of accommodation grants paid to Allenby Park Hotel on behalf of clients between January, 2015 and December 2016?</i></p> <p><i>What is the largest individual grant paid to Allenby Park Hotel on behalf of Work and Income clients?</i></p> <p><i>How many Work and Income clients have stayed at Allenby Park Hotel during this period?</i></p> <p><i>How much debt do beneficiaries owe Work and Income for emergency accommodation?</i></p> <p><i>What are the five highest amounts beneficiaries owe Work and Income for emergency accommodation?</i></p>	<p>five highest amounts paid via emergency housing SNGs to providers, number of grants, amount paid, and largest individual grant to Allenby park, the remainder of the request was to be refused under section 18(f) as substantial manual collation would be required to obtain the information from individual case notes.</p>		
20 February	<p><i>Since the introduction of the special needs grant for emergency housing, how many people have</i></p>	<p>The request was granted in part. Although the Ministry records the</p>	<p>'OIA 19 Consultation memo',</p>	<p>Decision unchanged.</p>

2017	<p><i>applied for it?</i></p> <p><i>How many have been approved?</i></p> <p><i>How many applied in its first week and has that number gone up or down since?</i></p> <p><i>How much has it cost?</i></p> <p><i>What has been the average length of stay in emergency accommodation?</i></p> <p><i>How many accommodation providers have been used?</i></p> <p><i>How many campgrounds are among the providers?</i></p> <p><i>How many are for applicants in Auckland?</i></p>	<p>number of approved emergency housing SNGs, the total number of applications, made up of declines and grants, are not centrally collated. Information regarding declined emergency housing SNG applications is held in case notes on individual files. As such, this part of the request is refused under section 18(f) of the Act.</p> <p>In order to determine the number of distinct emergency housing accommodation providers used and the number that are camp grounds, Ministry staff would have to manually review each accommodation entry and how it has been named in the system, this would amount in the review of thousands of individual files. As such, this part of the request is also refused under section 18(f) of the Act.</p> <p>Without an end date, i.e. the last emergency housing SNG in a sequence for each client, an average amount cannot be determined. As such, this part of the request is refused under section 18(e)</p> <p>The remainder of the questions were addressed.</p>		
31 January 2017	<p><i>The number of Income Related Rent Subsidy places held with Keys Social Housing/Wise Group each quarter since it became a registered social housing provider in total.</i></p> <p><i>Broken down by:</i></p> <ul style="list-style-type: none"> <i>Whether it is a property owned by Keys Social</i> 	<p>The request was granted in part. Proposed response provides information requested, except for a breakdown of the type of ownership of Keys Social Housing properties is refused under section 18(g) of the Official Information Act as property</p>	<p><i>Consultation memo OIA 20.</i></p>	<p>Decision unchanged.</p>

	<p><i>Housing/Wise Group.</i></p> <ul style="list-style-type: none"> • <i>Whether it is a property leased from Housing New Zealand.</i> • <i>Whether it is a property leased from a private landlord/other organisation than HNZ.</i> • <i>Any other form of ownership not covered by the above three.</i> <p><i>The number of properties the Keys Social Housing/Wise Group have been given capital funding support for and how much funding has been given.</i></p> <p><i>The number of any details of any complaints received in relation to Keys Social Housing/Wise Group social housing provision.</i></p>	ownership details for Income Related Rent Subsidies is not routinely held by the Ministry.		
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OIA 1 Email 1

S 9(2)(a)

From: Private Secretary, Office of the Minister for Social Development, S 9(2)(a) @parliament.govt.nz>
Sent: Friday, 9 June 2017 7:49 a.m.
To: Official and Parliamentary Information team advisor, S 9(2)(a)
Subject: RE: OIA for socialisation
OIA requestor's name, S 9(2)(a)

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Official and Parliamentary Information team advisor, S 9(2)(a)

This has been viewed.

Cheers

Private Secretary, Office of the Minister for Social Development, S 9(2)(a)

Official and Parliamentary Information team advisor, S 9(2)(a)

From: @mvcot.govt.nz]
Sent: Thursday, 8 June 2017 3:17 p.m.
To: Private Secretary, Office of the Minister for Social Development, S 9(2)(a)
Subject: OIA for socialisation
OIA requestor's name, S 9(2)(a)

Hi Private Secretary, Office of the Minister for Social Development, S 9(2)(a)

Attached is the response and report for an OIA. MAES is sending this through as part of the no surprises policy. It's a straightforward response as the benefit the request is about (deported to New Zealand) does not exist.

Could you please socialise this and get back to me with any comment by close of business Monday?

Kind regards,

Official and Parliamentary Information team advisor, S 9(2)(a)

Ministerial and Executive Services Advisor
Official & Parliamentary Information | Ministry of Social Development
The Aurora Centre, 56 The Terrace, Wellington | PO Box 546, Wellington 6011
Phone: 04-978 4206 (direct) | Extension: 42206 (internal)

OIA 2 Email 1

S 9(2)(a)

From: Private Secretary, Office of the Minister for Social Development
@parliament.govt.nz>
Sent: Friday, 2 June 2017 5:20 p.m.
To: Official and Parliamentary Information Team advisor, S 9(2)(a)
Subject: RE: OIA - - clients receiving JS with cancer
OIA requestor's name S9(2)(a)

Hi Official and Parliamentary Information Team advisor, S 9(2)(a)

This has been viewed, thanks.

One question was why this was treated as a fast-track in terms of the audience rather than the content itself. Maybe let's chat on Tuesday.

Cheers

Private Secretary, Office of the Minister for Social Development

From: Official and Parliamentary Information Team advisor, S 9(2)(a)
@msd.govt.nz
Sent: Friday, 2 June 2017 10:07 a.m.
To: Private Secretary, Office of the Minister for Social Development
Subject: OIA - - clients receiving JS with cancer
OIA requestor's name S9(2)(a)

Hi Private Secretary, Office of the Minister for Social Development

I have attached the report and response to S 9(2)(a) request for the number of people in Dunedin who are currently receiving Jobseeker Support with a Health Condition Deferral for cancer. This is a low risk response done with a fast track memo. I will not send the hard copy over

Please review this and let me know if anything else is required

Regards

Official and Parliamentary Information Team advisor, S 9(2)(a)

Advisor, Ministerial and Executive Services
Ministry of Social Development

OIA Request: CE Ministerial (Please circle one option)

OIA due to requestor: 3.5.17

File Received:

18 MAY 2017

PS Responsible:

Section 9(2)(a) Privacy of natural persons

Rework requests (if applicable):

PS signature:

S 9(2)(a)

Information OK for release

Date given to PA: 19/5/17

PA signature:

Press Secretary to see: Yes/No

Press Secretary signature:

Date file returned to Ministry:

Viewed

23/5/17

memo



**MINISTRY OF SOCIAL
DEVELOPMENT**
TE MANATŪ WHAKAHIATO ORA

To: S 9(2)(a), Private Secretary Social Development
From: S 9(2)(a), Advisor, Official and Parliamentary Information
Date: 18 May 2017
Security level: UNCLASSIFIED

OIA Request: S 9(2)(a) **(Individual) Information about
tax paid by superannuation recipients.**

Action: For Information

Please find enclosed a copy of an Official Information Act request from S 9(2)(a) regarding information about tax paid by superannuation recipients.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 25 May 2017.

Should you have any queries, please feel free to contact me on S 9(2)(a)

Regards

S 9(2)(a)

File ref: **OIA//03/17-4499**

OIA Request: CE / Ministerial (Please circle one option)

OIA due to requestor:

10/5/2017

File Received: - 4 MAY 2017

PS Responsible: S 9(2)(a)

Rework requests (if applicable):

PS signature:

S 9(2)(a)

Information OK for release

Date given to PA:

PA signature:

Press Secretary to see: Yes/No

Press Secretary signature:

Date file returned to Ministry:

18 MAY 2017

- talked to MSD about ensuring they have a communications plan in case of media enquiries
- to ~~add~~ type on page 3 of the letter 'accommodation'

- Sent to Min Kaye's office for review also



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

memo

To: S 9(2)(a), Private Secretary Social Development
From: S 9(2)(a), Advisor, Official and Parliamentary Information
Date: 3 May 2017
Security level: UNCLASSIFIED

OIA Request: New Zealand Taxpayers' Union – Expense claims and information about international travel from the Office for Seniors and the Ministry of Youth Development.

Action: For Information

Please find enclosed a copy of an Official Information Act request from the New Zealand Taxpayers Union regarding expense claims and information about international travel from the Office for Seniors and the Ministry of Youth Development.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 10 May 2017.

Should you have any queries, please feel free to contact me on S 9(2)(a)

Regards

S 9(2)(a)

File ref: **OIA/01/17-329**



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIAITO ORA

memo

To: S 9(2)(a), Private Secretary Social Development
From: S 9(2)(a), Advisor, Official and Parliamentary Information
Date: 16 May 2017
Security level: UNCLASSIFIED

OIA Request:

Action: For Information

Please find enclosed a copy of an Official Information Act request from S 9(2)(a) (Fairfax) regarding threats to Work and Income.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 23 May 2017.

Should you have any queries, please feel free to contact me on S 9(2)(a)

Regards

S 9(2)(a)

File ref: OIA//0317/4058

OIA Request: CE / Ministerial (Please circle one option)

OIA due to requestor:

23/5/17

File Received:

16 MAY 2017

PS Responsible:

S 9(2)(a)

Rework requests (if applicable):

PS signature:

S 9(2)(a)

Information OK for release

Date given to PA:

16/5/17

PA signature:

Press Secretary to see: Yes/No

Press Secretary signature:

Date file returned to Ministry:

viewed 22/5/17



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

memo

To: [S 9(2)(a)], Private Secretary Social Development
From: [S 9(2)(a)], Advisor, Official and Parliamentary Information
Date: 2 May 2017
Security level: UNCLASSIFIED

OIA Request: [S 9(2)(a)] (NZ Herald) – Information relating to Ministry staff that has been seconded to work at locations outside of their home base.

Action: For Information

Please find enclosed a copy of an Official Information Act request from [S 9(2)(a)] regarding seconded staff.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 10 May 2017.

Should you have any queries, please feel free to contact me on [S 9(2)(a)].

Regards

[S 9(2)(a)]

File ref: OIA//03/17-4317

OIA Request: CE / Ministerial (Please circle one option)

OIA due to requestor:

10/5/17

File Received:

- 2 MAY 2017

PS Responsible:

S 9(2)(a)

Rework requests (if applicable):

MSD do not release
Statement do be ready
On Release

PS signature:

S 9(2)(a)

Information OK for release

Date given to PA:

PA signature:

Press Secretary to see: Yes/No

Press Secretary Signature:

Date file returned to Ministry:

15 MAY 2017

OIA Request: CE Ministerial (Please circle one option)

OIA due to requestor:

File Received:

05 MAY 2017

PS Responsible:

S 9(2)(a)

Rework requests (if applicable):

PS signature:

S 9(2)(a)

Information OK for release

Date given to PA:

5/5/17

PA signature:

Press Secretary to see: Yes/No

Press Secretary signature:

Date file returned to Ministry:

Viewed

10/5/17



**MINISTRY OF SOCIAL
DEVELOPMENT**
TE MANATŪ WHAKAHIATO ORA

memo

To: S 9(2)(a), Private Secretary Social Development
From: S 9(2)(a), Advisor, Official and Parliamentary Information
Date: 5 May 2017
Security level: UNCLASSIFIED

OIA Request: S 9(2)(a) (Fairfax Media) – The number of trespass notices issued at South Island Work and Income offices for the last available year.

Action: For Information

Please find enclosed a copy of an Official Information Act request from S 9(2)(a) regarding trespass notices issues at Work and Income offices.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 12 May 2017.

Should you have any queries, please feel free to contact me on S 9(2)(a).

Regards

S 9(2)(a)

File ref: OIA//03/17-5176

OIA Request: CE / Ministerial (Please circle one option)

OIA due to requestor:

11/5/17

File Received: - 4 MAY 2017

PS Responsible:

S 9(2)(a)

Rework requests (if applicable):

PS signature:

S 9(2)(a)

Information OK for release

Date given to PA: 4/5/17

PA signature:

Press Secretary to see: Yes/No

Press Secretary signature:

Date file returned to Ministry:

used 4/5/17



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

memo

To: S 9(2)(a), Private Secretary Social Development
From: S 9(2)(a), Advisor, Official and Parliamentary Information
Date: 4 May 2017
Security level: UNCLASSIFIED

OIA Request: S 9(2)(a) - Each year for the last ten years, the total expenditure for New Zealand Superannuation divided by the number of recipients.

Action: For Information

Please find enclosed a copy of an Official Information Act request from S 9(2)(a) regarding New Zealand Superannuation expenditure.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 11 May 2017.

Should you have any queries, please feel free to contact me on S 9(2)(a).

Regards

S 9(2)(a)

File ref: OIA//04/17-5437

OIA Request: CE / Ministerial (Please circle one option)

OIA due to requestor:

File Received: - 2 MAY 2017

PS Responsible: S 9(2)(a)

Rework requests (if applicable):

PS signature: S 9(2)(a)

Information OK for release

Date given to PA: 2/5/17

PA signature:

Press Secretary to see: Yes/No

Press Secretary signature:

Date file returned to Ministry:

inserted

2/5/17

Just need to
redact for on
Health, Safety & Security
update.

S 9(2)(a)

memo



**MINISTRY OF SOCIAL
DEVELOPMENT**

TE MANATŪ WHAKAHIATO ORA

To: S 9(2)(a) Private Secretary Social Development
From: S 9(2)(a), Advisor, Official and Parliamentary Information
Date: 2 May 2017
Security level: UNCLASSIFIED

OIA Request:

Action: For Information

Please find enclosed a copy (duplicate folder) of an Official Information Act request from S 9(2)(a) regarding copies of the final decision and policy information regarding security guards checking the ID of people seeking entry to a Work and Income site and how the decision and policy was communicated to staff.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 9 May 2017 – earlier if at all possible.

Should you have any queries, please feel free to contact me on S 9(2)(a)

Regards

S 9(2)(a)

File ref: OIA//02/17-3306

DIA 9 Additional redaction shown

HEALTH, SAFETY AND SECURITY TEAM UPDATE



MINISTRY OF SOCIAL
DEVELOPMENT
TE HĀKATU WHAKAHIAKO OIA



ON THE RADAR

We put the Health, Safety and Security of our staff and clients at the heart of everything we do.
March 2017

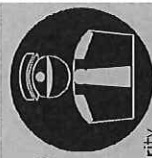
Additional segment redacted

If you are near the coast and feel an earthquake that is LONG or STRONG: GET GONE!

**MOVE IMMEDIATELY TO THE NEAREST
HIGH GROUND OR AS FAR INLAND AS POSSIBLE.
DON'T WAIT FOR AN OFFICIAL TSUNAMI WARNING.**

All of New Zealand is at risk of earthquakes and all of our coastline is at risk of tsunami. We can't predict when earthquakes and tsunami will happen, but we can help protect ourselves and our families. In an earthquake, drop cover hold until the shaking stops. If you are in a **tsunami evacuation zone** and the earthquake is long or strong, move immediately to higher ground or inland as far as possible. For more emergency management check out:
<http://www.civildefence.govt.nz/find-your-civil-defence-group>

Out of scope



FULLY CONTROLLED ACCESS

Further enhancing security at our sites.

Service Delivery has progressively introduced some security enhancements to ensure we know who is coming into our sites. It is based on a model that has been successfully operating in the Canterbury Region for a couple of years and we're now making sure we have a consistent process everywhere.

Our security guards are having a quick conversation with people before they come into our offices. It is an opportunity to check if the person has a business reason to enter, that they have not been trespassing, and helps to make sure we do not let anyone in who might represent a risk to the safety of other clients or our staff. It means site security staff can recognise potential incidents earlier. If the person does not have an appointment, they will be asked for ID, but not having ID won't mean people can not enter our offices.

We have worked closely with Armourguard to make sure their staff understand the new guidelines, get up-skilled and understand their obligations under the Privacy Act.

Out of scope

OIA Request: CE / Ministerial (Please circle one option)

OIA due to requestor:

File Received: - 2 MAY 2017

PS Responsible:

S 9(2)(a)

Rework requests (if applicable):

PS signature:

S 9(2)(a)

Information OK for release

Date given to PA:

2/5/17

PA signature:

Press Secretary to see: Yes/No

Press Secretary signature:

Date file returned to Ministry:

Viewed 4/5/17



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

memo

To: [S 9(2)(a)], Private Secretary Social Development
From: [S 9(2)(a)], Advisor, Official and Parliamentary Information
Date: 2 May 2017
Security level: UNCLASSIFIED

OIA Request: [S 9(2)(a)] (Prime News) – The number of people charged with a crime in the Youth Court who identified as being on the Fetal Alcohol Spectrum and the number of beneficiaries who have identified themselves as being on the spectrum.

Action: For Information

Please find enclosed a copy of an Official Information Act request from [S 9(2)(a)] regarding Fetal Alcohol Spectrum Disorder (FASD).

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 9 May 2017.

Should you have any queries, please feel free to contact me on [S 9(2)(a)].

Regards

[S 9(2)(a)]

File ref: **OIA//03/17-4974**

Appendix 2: Documentation related to the ten most recently sent responses (as at the time of your request) addressed to the Ministry that were socialised with the Office of the Minister for Social Housing.

'OIA 11 Consultation Memo'
'OIA 12 Consultation Memo'
'OIA 13 Consultation Memo'
'OIA 13 Email 1'
'OIA 13 Email 2'
'OIA 14 Consultation Memo'
'OIA 15 Consultation Memo'
'OIA 16 Consultation Memo'
'OIA 17 Consultation Memo'
'OIA 17 Email 1'
'OIA 17 Email 2'
'OIA 18 Email 1'
'OIA 18 Email 2'
'OIA 18 Email 3'
'OIA 19 Consultation Memo'
'OIA 20 Consultation Memo'



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

memo

To: S 9(2)(a), Private Secretary Social Housing
From: S 9(2)(a), Advisor, Official and Parliamentary Information
Date: 17 May 2017
Security level: UNCLASSIFIED

OIA Request: S 9(2)(a) (via FYI website) - The number of Social Housing tenancies ended because of reviewable tenancies each year from 2013, and of these, how many people moved into the private rental market or are now living in emergency accommodation and the number of people that were moved because the house was the wrong size, location or the tenant was over the income threshold.

Action: For Information

Please find enclosed a copy of an Official Information Act request from S 9(2)(a) regarding social housing reviewable tenancies.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 25 May 2017.

Should you have any queries, please feel free to contact me on S 9(2)(a)

Regards

S 9(2)(a)

File ref: OIA//04/17-5763

23 MAY 2017

Seen
By Min Ngare
& Min Adams
Office

S 9(2)(a)

memo



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

To: [S 9(2)(a)], Private Secretary Social Development
From: [S 9(2)(a)], Advisor, Official and Parliamentary Information
Date: 18 May 2017
Security level: UNCLASSIFIED

OIA Request: [S 9(2)(a)] (Reporter, Fairfax Media)
Dollar value amount of Emergency Housing Special Needs Grants paid to twenty-three motels in the Waikato region and a list of all contracted emergency housing providers.

Action: For Information

Please find enclosed a copy of an Official Information Act request from [S 9(2)(a)] regarding the dollar value amount of Emergency Housing Special Needs Grants paid to twenty-three motels in the Waikato region and a list of all contracted emergency housing providers.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 25 May 2017.

Should you have any queries, please feel free to contact me on [S 9(2)(a)]

Regards

[S 9(2)(a)]

File ref. **OIA//01/17-1442 and //OIA//02/17-2428**

24 MAY 2017

*See
Min Ngane
&
Min Adams*

[S 9(2)(a)]



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

memo

To: S 9(2)(a) Private Secretary Social Housing
From: S 9(2)(a), Advisor, Official and Parliamentary Information
Date: 5 May 2017
Security level: UNCLASSIFIED

OIA Request: S 9(2)(a) - Statistics showing the current number of Social Housing requests in Kapiti, the current number of Emergency Housing requests in Kapiti and current levels of homelessness in the Kapiti area.

Action: For Information

Please find enclosed a copy of an Official Information Act request from S 9(2)(a) regarding Social Housing and Emergency Housing in Kapiti.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 12 May 2017.

Should you have any queries, please feel free to contact me on S 9(2)(a).

Regards

S 9(2)(a)

File ref: OIA/104/17-5427

17 MAY 2017

S 9(2)(a)

good to go with
advice taken on
as discussed

S 9(2)(a)

OIA 13 Email 1

S 9(2)(a)

From: S 9(2)(a)
Sent: Thursday, 3 August 2017 9:04 a.m.
To: S 9(2)(a)
Subject: S 9(2)(a) Homelessness report

S 9(2)(a)

Advisor, Ministerial and Executive Services
Ministry of Social Development

From: Private Secretary, Social Housing, S 9(2)(a) @parliament.govt.nz]
Sent: Thursday, 18 May 2017 4:52 p.m.
To: Advisor, Official and Parliamentary Information Team, S 9(2)(a)
Subject: RE: S 9(2)(a) Homelessness report

All good-thanks Advisor, Official and Parliamentary Information Team, S 9(2)(a)

S 9(2)(a)

Private Secretary | Social Housing

Email: S 9(2)(a) | DDI: S 9(2)(a)

From: Advisor, Official and Parliamentary Information Team, S 9(2)(a) @msd.govt.nz]
Sent: Thursday, 18 May 2017 3:43 p.m.
To: Private Secretary, Social Housing, S 9(2)(a)
Subject: RE: S 9(2)(a) Homelessness report

Hi Private Secretary, Social Housing, S 9(2)(a)

I got your message this morning, just letting you know the response has not yet been sent as including the link is still being considered. I will be in touch when I know more.

Regards

S 9(2)(a)

Advisor, Ministerial and Executive Services
Ministry of Social Development

From: S 9(2)(a) @parliament.govt.nz]
Sent: Friday, 12 May 2017 3:29 p.m.
To: S 9(2)(a)
Subject: FW: S 9(2)(a) Homelessness report

Here you go S 9(2)(a)

Page 24 <http://www.healthyhousing.org.nz/wp-content/uploads/2016/08/Severe-housing-deprivation-in-Aotearoa-2001-2013-1.pdf>

S 9(2)(a)

Private Secretary | Social Housing

S 9(2)(a)

From: S 9(2)(a)
Sent: Thursday, 3 August 2017 9:05 a.m.
To: S 9(2)(a)
Subject: FW: New OIA - S 9(2)(a) - Numbers of Social Housing and Emergency Housing requests and current level of homelessness in Kapiti area

Hi S 9(2)(a)

Have forwarded the email re the advice from Ministers office. The link was not included in the final response as below.

Regards

S 9(2)(a)

Advisor, Ministerial and Executive Services
Ministry of Social Development

From: Housing National Office Advisor, S 9(2)(a)
Sent: Monday, 22 May 2017 3:48 p.m.
To: Official and parliamentary Information Team Advisor, Housing National Office Advisors, S 9(2)(a)
Cc: S 9(2)(a)
Subject: RE: New OIA - S 9(2)(a) - Numbers of Social Housing and Emergency Housing requests and current level of homelessness in Kapiti area

Hi S 9(2)(a)

S 9(2)(a)

Yes, and I agree with you that we shouldn't include that suggestion as it's not our report to talk about.

Cheers,

S 9(2)(a)

From: S 9(2)(a)
Sent: Monday, 22 May 2017 12:58 p.m.
To: S 9(2)(a)
Cc: S 9(2)(a)
Subject: FW: New OIA - S 9(2)(a) - Numbers of Social Housing and Emergency Housing requests and current level of homelessness in Kapiti area

Hi Lads, had a chance to consider pls

S 9(2)(a) Advisor, DCE Office Service Delivery
Ministry of Social Development | Te Manatu Whakahiato Ora
Phone S 9(2)(a) | The Aurora Centre | 56 The Terrace

From: S 9(2)(a)
Sent: Wednesday, 17 May 2017 1:32 p.m.
To: S 9(2)(a)
Subject: FW: New OIA - S 9(2)(a) - Numbers of Social Housing and Emergency Housing requests and current level of homelessness in Kapiti area

Housing,

Minister's office made a suggested addition to the OIA. Do you have an appetite for it – I'm a bit uneasy about it, tis very confronting and not our data

S 9(2)(a) | Advisor, DCE Office Service Delivery
Ministry of Social Development | Te Manatu Whakahiato Ora
Phone S 9(2)(a) | The Aurora Centre | 56 The Terrace

From: S 9(2)(a), Official and Parliamentary Information Team Advisor

Sent: Wednesday, 17 May 2017 9:11 a.m.

To: Advisor, DCE Office, Service Delivery, S 9(2)(a)

Subject: RE: New OIA - S 9(2)(a) - Numbers of Social Housing and Emergency Housing requests and current level of homelessness in Kapiti area

Hi S 9(2)(a)

Minister's office had a suggestion to include this link to a report which shows numbers for homelessness for the Kapiti Coast District.

Was thinking could add this to the report.

You may be interested to know a report titled, 'Severe housing deprivation in Aotearoa/New Zealand', by Kate Amore, Housing and Health Research Programme, Department of Public Health, University of Otago, Wellington, reports on the housing deprivation for the Kapiti Coast district. This report is available online and can be access at the following web-link: <http://www.healthyhousing.org.nz/wp-content/uploads/2016/08/Severe-housing-deprivation-in-Aotearoa-2001-2013-1.pdf>

What are your thoughts on this? I have updated the response which includes the above section. If this is ok to be included does the response need to be signed out again?

Regards

S 9(2)(a)

Advisor, Ministerial and Executive Services
Ministry of Social Development

Out of scope



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

memo

To: [S 9(2)(a)], Private Secretary Social Development
From: [S 9(2)(a)], Advisor, Official and Parliamentary Information
Date: 24 April 2017
Security level: UNCLASSIFIED

OIA Request: [S 9(2)(a)] (Reporter [S 9(2)(a)]) -
The number of families billeted in alternative accommodation and how much it has cost the Ministry.

Action: For Information

Please find enclosed a copy of an Official Information Act request from [S 9(2)(a)] regarding the number of families billeted in alternative accommodation and how much it has cost the Ministry.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 28 April 2017.

Should you have any queries, please feel free to contact me on [S 9(2)(a)]

Regards

[S 9(2)(a)]

File ref: **OIA//02/17-2420**

[S 9(2)(a)]

24/4
good to go
- Note correction
to year as marked

[S 9(2)(a)]

memo



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

To: [S 9(2)(a)], Private Secretary Social Development
From: [S 9(2)(a)], Advisor, Official and Parliamentary Information
Date: 18 April 2017
Security level: UNCLASSIFIED

OIA Request:

Action: For Information

Please find enclosed a copy of an Official Information Act request from [S 9(2)(a)] regarding emergency housing Special Needs Grants in Napier and Hastings.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 26 April 2017.

Should you have any queries, please feel free to contact me on [S 9(2)(a)]

Regards

[S 9(2)(a)]

File ref: OIA//03/17-4016

[S 9(2)(a)]

[S 9(2)(a)]

[S 9(2)(a)] 18/4

LOOKS FINE TO ME

PREVIOUSLY WE HAVE
QUOTED THE NUMBER OF
DISTINCT CLIENTS BUT NOT
HERE (NOT PART OF THE
QUESTION)

[S 9(2)(a)]



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIA TO ORA

memo

To: [S 9(2)(a)] Private Secretary Social Development
From: [S 9(2)(a)] Advisor, Official and Parliamentary Information
Date: 18 April 2017
Security level: UNCLASSIFIED

OIA Request: [S 9(2)(a)] **(Journalist, Fairfax Media) -
The number and dollar value amount of Emergency
Housing Special Needs Grants approved for the North
Shore region.**

Action: For Information

Please find enclosed a copy of an Official Information Act request from [S 9(2)(a)] regarding the number and dollar value amount of Emergency Housing Special Needs Grants approved for the North Shore region.

This file is being provided to you in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 24 April.

Should you have any queries, please feel free to contact me on [Section 9(2)(a) Privacy of natural persons]

Regards

[S 9(2)(a)]

File ref: **OIA//02/17-3103**



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

memo

To: [S 9(2)(a)], Private Secretary Social Development
From: [S 9(2)(a)], Advisor, Official and Parliamentary Information
Date: 23 March 2017
Security level: UNCLASSIFIED

Official Information Act Request: [S 9(2)(a)] (TV3) - Any and all documents, research, correspondence and advice given to Ministry executives that are about, or include mention of, a [S 9(2)(a)]; any correspondence (including emails) between Ministry executives, managers and/or other staff that mentions [S 9(2)(a)]

[S 9(2)(a)]

Action: For Information

Please find enclosed a copy of an Official Information Act request from [S 9(2)(a)] regarding [S 9(2)(a)]

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 28 March 2016.

Should you have any queries, please feel free to contact me on [S 9(2)(a)]

Regards

[S 9(2)(a)]

File ref: OIA/01/17-1751

Returned
30 MAR 2017

[S 9(2)(a)]

OIA 17 Email 1

S 9(2)(a)

From: S 9(2)(a), Principle Advisor, Housing National Office
Sent: Wednesday, 29 March 2017 3:39 p.m.
To: S 9(2)(a), Official and Parliamentary Information Team Advisors
Cc:
Subject: RE:

Thanks S 9(2)(a)

As discussed, I'm fine with the additional lines.

Can I suggest replacing 'clients' with 'applicants' and moving this para (re: the matching process) above that concerning the need for applicants to inform us of changes to their circs – this demonstrates the value of regular contact etc..

Applicants can be referred to a social housing provider by the Ministry when the housing provider has an available property that is likely to meet their client's housing requirements. Applicants may be referred individually or on a shortlist. When a shortlist is provided, applicants are ranked in order of need for housing. If a person's circumstances change, their application will be reviewed and prioritised accordingly.

Applicants who are eligible to be allocated social housing have an obligation to advise the Ministry of any changes in their circumstances or their family's situation that may affect their eligibility for social housing or their need to be allocated, assigned or let any particular social housing. This also includes a change in current housing situation. Keeping the Ministry updated as to any changes to their situation ensures those changes in circumstances are accurately reflected in their social housing assessment.

As soon as the Ministry became aware that S 9(2)(a) and her family were living in unsuitable accommodation, the Ministry contacted her to discuss emergency accommodation options and on S 9(2)(a), the family were provided with further assistance for accommodation at the S 9(2)(a).

Cheers

S 9(2)(a)

From: S 9(2)(a), Official and Parliamentary Information Team Advisors
Sent: Wednesday, 29 March 2017 3:30 p.m.
To: S 9(2)(a), Principle Advisor, Housing National Office
Cc: S 9(2)(a)
Subject:

Hi S 9(2)(a)

As discussed

Applicants who are eligible to be allocated social housing have an obligation to advise the Ministry of any changes in their circumstances or their family's situation that may affect their eligibility for social housing or their need to be allocated, assigned or let any particular social housing. This also includes a change in current housing situation. Keeping the Ministry updated as to any changes to their situation ensures those changes in circumstances are accurately reflected in their social housing assessment.

Clients can be referred to a social housing provider by the Ministry when the housing provider has an available property that is likely to meet the client's housing requirements. Clients may be referred individually or on a shortlist. When a shortlist is provided, clients are ranked in order of need for housing. If a person's circumstances change, their application will be reviewed and prioritised accordingly.

As soon as the Ministry became aware that [S 9(2)(a)] and her family were living in unsuitable accommodation, the Ministry contacted her to discuss emergency accommodation options and on [S 9(2)(a)] [S 9(2)(a)], the family were provided with further assistance for accommodation at the [S 9(2)(a)] [S 9(2)(a)].

[S 9(2)(a)] Ministerial & Executive Services Advisor

Official & Parliamentary Information | Ministry of Social Development | Te Manatu Whakahiato Ora
6th floor | 56 the Terrace | PO Box 1556 [S 9(2)(a)]
Wellington | New Zealand

RELEASED UNDER THE
OFFICIAL INFORMATION ACT

S 9(2)(a)

From: S 9(2)(a)@parliament.govt.nz>
Sent: Thursday, 30 March 2017 12:33 p.m.
To: S 9(2)(a)
Cc:
Subject: RE: OIAs

S 9(2)(a)

The OIA's are good to go, with the updated letters.

Section 9(2)(a) Privacy of natural persons

Private Secretary | Social Housing
Email: S 9(2)(a)

From: S 9(2)(a)
Sent: Wednesday, 29 March 2017 3:48 p.m.
To: S 9(2)(a) Private Secretary Social Housing
Cc:
Subject: OIAs

Hi S 9(2)(a)

As discussed, updated version of the letters attached, the added paragraph is the second para which is:

Applicants can be referred to a social housing provider by the Ministry when the housing provider has an available property that is likely to meet their client's housing requirements. Applicants may be referred individually or on a shortlist. When a shortlist is provided, applicants are ranked in order of need for housing. If a person's circumstances change, their application will be reviewed and prioritised accordingly.

Cheers

S 9(2)(a) | Ministerial & Executive Services Advisor
Official & Parliamentary Information | Ministry of Social Development | Te Manatu Whakahiato Ora
6th floor | 56 the Terrace | PO Box 1556 | S 9(2)(a)
Wellington | New Zealand

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OIA 18 email 1

S 9(2)(a)

From: S 9(2)(a), Manager, Official and Parliamentary Team
Sent: Thursday, 3 August 2017 1:00 p.m.
To: S 9(2)(a)
Subject: FW: OIA S 9(2)(a), Requestor's name
Attachments: FW: Emergency housing OIA; 20170118 Report for CE S 9(2)(a).docx; 20170208 Response S 9(2)(a).doc

Importance: High

From: S 9(2)(a), Manager, Official and Parliamentary Team

Sent: Tuesday, 14 March 2017 2:59 p.m.

Private Secretary, Social Housing @parliament.govt.nz

Cc: S 9(2)(a) @parliament.govt.nz

Subject: FW: S 9(2)(a)

Importance: High

Hey S 9(2)(a)

Sorry – forgot to include you.

S 9(2)(a)

From: S 9(2)(a), Manager, Official and Parliamentary Team

Sent: Tuesday, 14 March 2017 2:57 p.m.

To: @parliament.govt.nz S 9(2)(a), Private Secretary, Social Development

Cc: S 9(2)(a)

Subject: OIA S 9(2)(a)

Importance: High

Hi S 9(2)(a)

I have attached a copy of the draft CE reply to a OIA from S 9(2)(a) that relates to emergency housing SNGs. It is super urgent as we are trying to manage the requestors expectations.

You will see that we have already consulted with Min Ngaro's office, and they have only just asked us now to consult with your offices.

This is due to S 9(2)(a) today.

Anything you can do to assist me is much appreciated.

I apologise for the urgency. Please call me if you need to discuss.

FYI a copy of the report, request and reply is attached fyi.

Thanks in advance,

S 9(2)(a)

S 9(2)(a)

From: S 9(2)(a), Principle Advisor, Housing National Office
Sent: Wednesday, 15 March 2017 1:52 p.m.
To: S 9(2)(a)
Cc:
Subject: RE: S 9(2)(a) OIA

Hi S 9(2)(a)

Sorry to be a pain, but I've just spotted a typo – Minister Bennett's name is given as 'Bennet' on page 2.

Otherwise this looks fine.

Cheers

S 9(2)(a)

From: S 9(2)(a)
Sent: Wednesday, 15 March 2017 1:36 p.m.
To: Advisors, Housing, National Office
Cc:
Subject: S 9(2)(a)

Hi team

Full response attached.

I have made the changes so it now reads:

The Ministry may also decide that repayment of the emergency housing SNG is appropriate in situations where it becomes aware that a person is deemed not to make a reasonable effort to access other sources of housing, including temporary solutions, such as staying with friends or family. Further information about what is considered reasonable efforts to access other sources of assistance is available on the Work and Income website at: www.workandincome.govt.nz/map/income-support/extra-help/special-needs-grant/reasonable-efforts-to-access-other-sources-of-assistance.html

And added:

The Ministry has a guideline to indicate the maximum per night rates for Special Needs Grants to be paid to these accommodation providers, dependent on the type of accommodation provided. However, in certain circumstances a rate higher than in this guideline may be paid, for instance, where essential features required by the client and their immediate family have increased the per night price above the maximum (eg requirement for cooking facilities, wheelchair accessibility, the location of the cheapest accommodation means it is an unreasonable distance to travel for schooling, work or medical needs). Further information about this guideline is available on the Work and Income website at: www.workandincome.govt.nz

S 9(2)(a) | Ministerial & Executive Services Advisor

Official & Parliamentary Information | Ministry of Social Development | Te Manatu Whakahiato Ora
6th floor | 56 the Terrace | PO Box 1556 | S 9(2)(a)
Wellington | New Zealand

From: S 9(2)(a)
Sent: Wednesday, 15 March 2017 1:02 p.m.
To: S 9(2)(a)
Cc:
Subject: RE: S 9(2)(a) OIA

All good, had a chat to S 9(2)(a). As we were keeping the additions MAP related we won't need to run it by Scott for another sign off. Would be good to have a look at it before it goes though

S 9(2)(a) | Advisor, DCE Office Service Delivery
Ministry of Social Development | Te Manatu Whakahiato Ora
Phone: S 9(2)(a) | The Aurora Centre | 56 The Terrace

From: S 9(2)(a)
Sent: Wednesday, 15 March 2017 12:53 p.m.
To: S 9(2)(a)
Subject: RE: S 9(2)(a) OIA

Thanks S 9(2)(a)

S 9(2)(a) | Ministerial & Executive Services Advisor
Official & Parliamentary Information | Ministry of Social Development | Te Manatu Whakahiato Ora
6th floor | 56 the Terrace | PO Box 1556 | S 9(2)(a)
Wellington | New Zealand

From: S 9(2)(a)
Sent: Wednesday, 15 March 2017 12:43 p.m.
To: S 9(2)(a)
Cc:
Subject: RE: S 9(2)(a) OIA

For you S 9(2)(a) see below

S 9(2)(a) am thinking that if we keep the response to examples already published externally we won't need to pass the additions by Scott? Let us know.

Examples of when SNGs would be made recoverable, what it says currently is:

In most cases, this type of assistance is not required to be repaid. However, on the rare occasion, where the Ministry becomes aware that a person who has received the emergency housing SNG demonstrates inappropriate behaviours, whilst living in emergency housing, or has unreasonably contributed to their emergency housing need, the Ministry may look to recover the emergency housing SNG payment.

The Ministry may also decide that repayment of the emergency housing SNG is appropriate in situations where it becomes aware that a person is deemed not to make a reasonable effort to

access other sources of housing, including temporary solutions, such as staying with friends or family.

S 9(2)(a)

here's MAP examples of where we consider a client has made or not made reasonable efforts

<https://www.workandincome.govt.nz/map/income-support/extra-help/special-needs-grant/reasonable-efforts-to-access-other-sources-of-assistance.html>

- Adding comment on guidelines or limits MSD has around how much we would pay hotels/motels

S 9(2)(a) another MAP link with this info. Has guidelines on EH-SHG rates and blurbs about types of exceptions.

<https://www.workandincome.govt.nz/map/income-support/extra-help/special-needs-grant/maximum-per-night-rates-for-special-needs-grant-for-emergency-housing.html>

S 9(2)(a) Advisor, DCE Office Service Delivery

Ministry of Social Development | Te Manatu Whakahiato Ora

Phone S 9(2)(a) | The Aurora Centre | 56 The Terrace

From: S 9(2)(a)

Sent: Wednesday, 15 March 2017 12:23 p.m.

To:

Cc: S 9(2)(a)

Subject: s 9(2)(a)

S 9(2)(a)

Hi quickly grab this from MAP. In the meantime, let me know if any additions need to be run by Scott

S 9(2)(a)

Advisor, DCE Office Service Delivery

Ministry of Social Development | Te Manatu Whakahiato Ora

Phone S 9(2)(a) | The Aurora Centre | 56 The Terrace

From: S 9(2)(a) Official and Parliamentary Team Advisor

Sent: Wednesday, 15 March 2017 12:20 p.m.

To: S 9(2)(a), Housing and Service Delivery Advisors

Cc:

Subject: S 9(2)(a) OIA

Importance: High

Hi S 9(2)(a)

As discussed, for the S 9(2)(a) OIA can we provide additional context about the two things below. We are hoping to get this out the door today if possible.

Thanks

S 9(2)(a)

- Examples of when SNGs would be made recoverable, what it says currently is:

In most cases, this type of assistance is not required to be repaid. However, on the rare occasion, where the Ministry becomes aware that a person who has received the emergency housing SNG demonstrates inappropriate behaviours, whilst living in emergency housing, or has unreasonably contributed to their emergency housing need, the Ministry may look to recover the emergency housing SNG payment.

The Ministry may also decide that repayment of the emergency housing SNG is appropriate in situations where it becomes aware that a person is deemed not to make a reasonable effort to

access other sources of housing, including temporary solutions, such as staying with friends or family.

- Adding comment on guidelines or limits MSD has around how much we would pay hotels/motels

S 9(2)(a) | Ministerial & Executive Services Advisor
Official & Parliamentary Information | Ministry of Social Development | Te Manatu Whakahiato Ora
6th floor | 56 the Terrace | PO Box 1556 **S 9(2)(a)**
Wellington | New Zealand

RELEASED UNDER THE
OFFICIAL INFORMATION ACT

S 9(2)(a)

From: S 9(2)(a)
Sent: Wednesday, 15 March 2017 1:56 p.m.
To: Private Secretary, Social Housing @parliament.govt.nz
Subject: updateds response S 9(2)(a)
Attachments: 20170208 Response S 9(2)(a) doc

Hi S 9(2)(a)

As discussed, updated version attached.

Thanks

S 9(2)(a) Ministerial & Executive Services Advisor
Official & Parliamentary Information | Ministry of Social Development | Te Manatu Whakahiato Ora
6th floor | 56 the Terrace | PO Box 1556 S 9(2)(a)
Wellington | New Zealand

RELEASED UNDER THE
OFFICIAL INFORMATION ACT



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

memo

To: [S 9(2)(a)], Private Secretary Social Development
From: [S 9(2)(a)], Advisor, Official and Parliamentary Information
Date: 9 February 2017
Security level: UNCLASSIFIED

OIA Request: [S 9(2)(a)] (Journalist, Radio New Zealand) – Questions regarding Special Needs Grants for emergency housing and camp grounds used as emergency housing providers.

Action: For Information

Please find enclosed a copy of an Official Information Act request from [S 9(2)(a)] (Journalist, Radio New Zealand) regarding Special Needs Grants for emergency housing and camp grounds used as emergency housing providers.

This file is being provided to you in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 16 February 2017.

Should you have any queries, please feel free to contact me on [S 9(2)(a)]

Regards

[S 9(2)(a)]

File ref: OIA//12/16-27388



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

memo

To: S 9(2)(a), Private Secretary Social Development
From: S 9(2)(a), Advisor, Official and Parliamentary Information
Date: 27 January 2017
Security level: UNCLASSIFIED

OIA Request:

Action: For Information

Please find enclosed a copy of an Official Information Act request from S 9(2)(a) (Office of the Leader of the Opposition) regarding The number of Income Related Rent Subsidy places held by Keys Social Housing.

This file is being provided to you, in accordance with the Ministry's 'No surprises' agreement with your office.

We are expecting this to be signed and sent by 3 February 2016.

Should you have any queries, please feel free to contact me on S 9(2)(a).

Regards

S 9(2)(a)

File ref: OIA//11/16-26237

S 9(2)(a)

21 JAN 2017