



19 April 2021



Dear 

**OFFICIAL INFORMATION ACT REQUEST -**

Thank you for your request for information received on 30 March 2021. You have asked Waikato to provide you with the following information.

1. Does your organisation have a policy or guidelines in relation to charging requestors for supplying information under the Official Information Act 1982?
2. If yes, please supply a written copy of the policy/guideline, including grounds for seeking costs for supplying information, charges for photocopying, scanning or other copying of information and the hourly rate for staff time in compiling requests?
3. If not, what does your organisation charge for photocopying, scanning or other copying of information and what is the hourly rate for staff time in compiling requests?

In the 12 months from 01 January 2020 to December 31, 2020:

4. How many requests for information under the Official Information Act did your organisation receive?
5. Of these, in how many was the requestor advised that they would incur charges for copying and staff time, or any other reason?
6. In how many of these, did the requestor pay the required charge for supplying of information?
7. In total, how much did your organisation receive in payments for supplying information under the OIA?
8. What were the largest 10 amounts paid by requestors in charges for fulfilling OIA requests?

Waikato District Health Boards response:

1. Does your organisation have a policy or guidelines in relation to charging requestors for supplying information under the Official Information Act 1982?
2. If yes, please supply a written copy of the policy/ guideline, including grounds for seeking costs for supplying information, charges for photocopying, scanning or other copying of information and the hourly rate for staff time in compiling requests?



3. If not, what does your organisation charge for photocopying, scanning or other copying of information and what is the hourly rate for staff time in compiling requests?

**Waikato DHB does not have its own charging policy for OIAs. If it were to consider making a charge to provide information, it would apply Ministry of Justice guidance for charging. Here is the link to the publically available information -**

<https://www.justice.govt.nz/about/official-information-act-requests/directory-of-official-information/charging-guidelines-for-oia-requests/>

In the 12 months from 01 January 2020 to December 31, 2020:

4. How many requests for information under the Official Information Act did your organisation receive?

**Waikato DHB received and responded to 374 requests during this period.**

5. Of these, in how many was the requester advised that they would incur charges for copying and staff time, or any other reason?

6. In how many of these, did the requester pay the required charge for supplying of

7. In total, how much did your organisation receive in payments for supplying information under the OIA?

9. What were the largest 10 amounts paid by requesters in charges for fulfilling OIA requests?

**During the calendar year 2020 no requestors were notified of any potential charges and consequently no payments were received.**

Waikato DHB supports the open disclosure of information to assist community understanding of how we are delivering publically funded healthcare. This includes the proactive publication of anonymised Official Information Act responses on our website from 10 working days after they have been released.

I trust this answers your query.

Yours sincerely



**Kate Coley**  
**Executive Director Organisational Support**  
**Waikato District Health Board**