



Ref: OIA 2024-002

[REDACTED]

15 March 2024

Kia ora [REDACTED]

Thank you for your email of 25 January 2024 requesting the following information under the Official Information Act 1982 (the Act, the OIA):

1. *Copies of all internal correspondence including but not limited to emails, letters, emails, text messages, Whatsapp, Signal, Microsoft Teams sent or received by any Climate Change Commission staff or representatives regarding a request of savings from the Minister of Finance for the 2024/25 financial year, since 20 November 2023.*
2. *Copies of all external correspondence including but not limited to emails, letters, emails, text messages, Whatsapp, Signal, Microsoft Teams sent or received between Climate Change Commission staff or representatives and the Minister of Finance or her office requesting savings for the 2024/25 financial year, since 20 November 2023.*
3. *Copies of all correspondence including but not limited to emails, letters, emails, text messages, Whatsapp, Signal, Microsoft Teams sent or received by any Climate Change Commission staff or representatives regarding a request of savings from the Minister of Finance for the 2024/25 financial year, since 20 November 2023.*
4. *Copies of all advice, briefings, memos or any other documents provided by Climate Change Commission staff or representatives regarding a request of savings from the Minister of Finance for the 2024/25 financial year, since 20 November 2023.*
5. *Any further reports the Minister or her Office have received from Climate Change Commission staff or representatives regarding a request of savings from the Minister of Finance for the 2024/25 financial year, since 20 November 2023.*

Transfer

On 7 February 2024, we transferred part 2 of your request to the Ministry for the Environment under section 14 of the Act, as that part of your request is more closely connected to the Ministry's functions. This letter is in relation to the remainder of your request

Refinement of scope

On 23 February 2024, you refined the scope of your request to,

“only include those staff members who reasonably would be involved in such work, which at this stage we have narrowed down to 10 individuals, and only emails and Teams messages”.

Extension

Though the refinement narrowed the scope of the search for your request, there was still a substantial amount of information to work through. On 23 February 2024, we extended the timeframe to respond to your request by 15 days under the Act:

- 15A(1)(a) - the request is for a large quantity of official information or necessitates a search through a large quantity of information and meeting the original time limit would unreasonably interfere with the operations of the department
- 15A(1)(b) - consultations necessary to make a decision on the request are such that a proper response cannot reasonably be made within the original time limit.

Response

The Climate Change Commission is working with our monitoring agency, the Ministry for the Environment, to identify savings options to contribute to the Vote Environment baseline reduction target as part of Budget 2024. Information related to savings is still actively being considered by Ministers and will continue to be throughout the Budget process.

We have identified 21 documents (including emails, MS Teams messages, internal briefings and memos, templates and other documents) within the scope of your request. An overview of the documents released to you and the corresponding decisions under the Act are detailed in Appendix 1.

Please note that documents we have identified to be budget sensitive have been withheld in full under section 9(2)(f)(iv) of the Act to maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials. We have been advised that the Treasury will be releasing Budget material as part of its proactive release process following Budget Day, which is consistent with previous years and recognises the strong public interest in Budget decisions.

Some information has also been withheld under section 9(2)(a) to protect the privacy of natural persons.

In terms of section 9(1) of the Act, I am satisfied that, in the circumstances, the withholding of this information is not outweighed by other considerations that render it desirable to make the information available in the public interest.

It is important to note that the Commission does not prepare advice, briefings, memos, or any other documentation for the Minister of Finance. The Ministry for the Environment is responsible for administering appropriations for the Commission and managing our involvement in the Budget process for Vote Environment, as set out in section 27 of the Crown Entities Act 2004.

As such, I am unable to provide you with information we provided to the Minister of Finance, as no such information exists. This decision is made under section 18(e) of the OIA.

You have the right to seek an investigation and review of this response by the Office of the Ombudsman, in accordance with section 28(3) of the OIA. Contact details for the Ombudsman can be found on their website at: www.ombudsman.parliament.nz.

Please note that the Commission proactively releases its responses to requests made under the OIA. This is to help ensure others can also have access to this information. As such, this letter will shortly be published on our website with your name and contact details redacted to protect your privacy.

Ngā mihi



Astrid Nunns,
General Manager
Strategy, Engagement and Corporate Services

Doc #	Document date	Description	Decision
1	21 December 2023	Email from Central Agencies Shared Services and thread of replies. Subject: Savings exercise from the Government mini budget	Information relevant to your request has been released in full. Identifying information pertaining to individuals has been withheld for privacy under section 9(2)(a).
1.1		Attachment to document 1. Budget 2024 Guidance for Agencies	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
2	21 December 2023	Email from Central Agencies Shared Services, and internal email thread. Subject: Savings exercise from the Government mini budget	Information relevant to your request has been released in full. Identifying information pertaining to individuals has been withheld for privacy under section 9(2)(a).
3	22 December 2023	Internal MS Teams message	Released in full.
4	22 December 2023	Email from Ministry for the Environment. Subject: Fiscal objectives across the term and budget 2024	Information relevant to your request has been released in full. Identifying information pertaining to individuals has been withheld for privacy under section 9(2)(a).
4.1		Attachment to document 4. Letter addressed to Board Chair, Dr Rod Carr. Subject: Fiscal objectives across the term and budget 2024	Released in full.
5	9 January 2024	Email from Ministry for the Environment, and internal forwarding. Subject: Budget 2024 and Initial Baseline Savings Exercise	Information relevant to your request has been released in full. Identifying information pertaining to individuals has been withheld for privacy under section 9(2)(a).
5.1		Attachment to document 5. <i>Same document as 1.1.</i>	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
5.2		Attachment to document 5. Budget 2024 Initial Baseline Exercise FAQs	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
5.3		Attachment to document 5. <i>Same document as 4.1.</i>	Released in full.
5.4		Attachment to document 5. Annex 1: Budget 2024 Initial Baseline Exercise Summary Template	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
5.5		Attachment to document 5. Annex 2: Budget 2024 Savings Template	Budget sensitive. Withheld in full under section 9(2)(f)(iv).

6	10 January 2024	Internal email thread. Subject: Update: Initial Baseline Exercise for Budget 24	Partially released. Budget sensitive information has been withheld under section 9(2)(f)(iv). Information not relevant to your request has been withheld as it is out of scope.
7	12 January 2024	Internal email thread. Subject: [for review] Initial baseline review key messages	Released in full.
7.1		Document link in the email in document 7. 240111 – 2024 initial baseline review key messages.docx	Partially released. Budget sensitive information has been withheld under section 9(2)(f)(iv).
8	12 January 2024	Internal email thread. Subject: [for review] Initial baseline review key messages	Released in full.
8.1		Document link in the email reply in document 8. 11 January 2024 IBE Draft approach 110124.docx <i>(Document link in the original email is the same as document 7.1)</i>	Partially released. Budget sensitive information has been withheld under section 9(2)(f)(iv).
9	12 January 2024	Internal email thread. Subject: Initial Baseline Review – draft narrative	Information relevant to your request has been released in full.
9.1		<i>Document link in the email is the same document as 8.1.</i>	Partially released. Budget sensitive information has been withheld under section 9(2)(f)(iv).
10	15 January 2024	Internal email threads. (Please note, Dylan Shell, vCFO, is based out of KPMG). Subject: Heads up: Budget 2024 and Initial Baseline Exercise – due 17 January Subject: For action: forecast first cut by 16/01	Partially released. Budget sensitive information has been withheld under section 9(2)(f)(iv). Information not relevant to your request has been withheld as it is out of scope.
11	15 January 2024	Internal email thread. Subject: Budget 24 Initial baseline exercise	Partially released. Budget sensitive information has been withheld under section 9(2)(f)(iv). Information not relevant to your request has been withheld as it is out of scope.
11.1		<i>Document link in the original email is the same document as 8.1.</i>	Partially released. Budget sensitive information has been withheld under section 9(2)(f)(iv).
12		Internal email thread.	Partially released.

	15 January 2024	Subject: Budget 24 Initial baseline exercise	Budget sensitive information has been withheld under section 9(2)(f)(iv). Information not relevant to your request has been withheld as it is out of scope.
12.1		<i>Document link in the original email is the same document as 8.1.</i>	Partially released. Budget sensitive information has been withheld under section 9(2)(f)(iv).
13	17 January 2024	Internal email thread. Subject: Budget 24_Annex 2 Savings template_Climate Change Commission.docx	Partially released. Budget sensitive information has been withheld under section 9(2)(f)(iv).
13.1		Document link in document 13. (Climate Change SharePoint link) Budget 24_Annex 2 Savings template_Climate Change Commission.docx	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
14	18 January 2024	Internal email. Subject: Attachment for MfE email on Budget 24	Released in full.
14.1		Attachment to document 14. MfE high level summary 170124.docx	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
15	19 January 2024	Email to Ministry for the Environment, and their reply.	Released in full.
15.1		Attachment to document 15. <i>Same document as 14.1.</i>	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
16	18 January 2024	Internal email. Subject: Draft Budget 24 IBE templates for review and improvement by 9am tomorrow 19 Jan	Partially released. Budget sensitive information has been withheld under section 9(2)(f)(iv).
16.1		First link in document 16. 2023_15 - Budget 2024 Initial Baseline Exercise Summary Template.docx	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
16.2		Second link in document 16. <i>Same document as 13.1.</i>	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
17	18 January 2024	Internal email thread. Subject: IBE reporting documents	Partially released. Budget sensitive information has been withheld under section 9(2)(f)(iv).
17.1		Attachment to document 17. <i>Same document as 16.1.</i>	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
18	19 January 2024	Internal email. Subject: Budget 24_Annex 2 Savings template_Climate Change Commission_DS comments.docx	Released in full.

18. 1		Attachment to document 18. <i>Same document as 13.1.</i>	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
19	19 January 2024	Internal email thread. Subject: Draft Budget 24 IBE templates for your review today	Information relevant to your request has been released in full.
19. 1		First link in document 19. <i>Same document as 16.1.</i>	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
19. 2		Second link in document 19. <i>Same document as 13.1.</i>	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
20	23 January 2024	Internal email thread. Subject: CCC: Budget 2024 and Initial Baseline Savings Exercise	Information relevant to your request has been released in full. Identifying information pertaining to individuals has been withheld for privacy under section 9(2)(a).
20. 1		Attachment to document 20. <i>Same document as 16.1.</i>	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
20. 2		Attachment to document 20. <i>Same document as 13.1.</i>	Budget sensitive. Withheld in full under section 9(2)(f)(iv).
21	23 January 2023	Internal email thread. Subject: Seeking Chair approval on cost saving options for IBE (Budget 24)	Partially released. Budget sensitive information has been withheld under section 9(2)(f)(iv). Information not relevant to your request has been withheld as it is out of scope.