

LGOIMA request – Documents (internal and external) relating to Rotorua Lakes Council’s organisational realignment from August 15 2020 to June 29 2021

Folder / Sub-folder	Documents	Disclose or withhold	Reason for withholding
2020 DCE District Development	Draft KPIs documents	Draft KPIs withheld – confidential between CE and DCE.	S7(2)(c)(i) s7(2)(f)(i)
2020 DCE Communities Neighbourhoods	Initial functional structures documents Draft KPIs documents	Disclosed (Attachments 1.1-1.4) Draft KPIs withheld – confidential between CE and DCE.	S7(2)(c)(i) s7(2)(f)(i)
2020 DCE Infrastructure and Environment	Initial functional structures documents Draft KPIs documents	Disclosed (Attachments 2.1-2.3) Draft KPIs withheld – confidential between CE and DCE.	S7(2)(c)(i) s7(2)(f)(i)
2020 DCE Organisational Enablement	Draft KPIs documents	Draft KPIs withheld – confidential between CE and DCE	S7(2)(c)(i) s7(2)(f)(i)
Communications and Engagement CE emails to all staff	Emails dated 25 March 2021, 29 March 2021, 19 April 2021 6 May 2021, 21 May 2021, 26 May 2021, 2 June 2021, 14 June 2021, 16 June 2021, 30 June 2021 from Geoff Williams to all staff. Emails dated 12 April and 17 May 2021 from Geoff Williams to Leadership Team.	Disclosed (Attachments 3.1-3.12) Previously disclosed to the requester on 22 July 2021.	

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Communications and Engagement Feedback	Feedback from staff from April 2021 and May-June 2021 including: <ul style="list-style-type: none"> • Individual feedback by email • Group feedback by email • Staff survey report 	Withheld – provided in confidence.	S7(2)(c)(i) s7(2)(f)(i)
Communications and Engagement Media	Email correspondence with Felix Desmarais dated 8 June 2021, 9 June 2021, 14 June 2021, 16 June 2021 and 21 June 2021	Disclosed (Attachments 4.1-4.6) Previously disclosed as requester is the recipient.	
Communications and Engagement Media	RLC Media release 14 June 2021. Heads Up 17 June 2021.	Publicly available. Disclosed (Attachments 5.1 and 5.2)	
Communications and Engagement Media	Job descriptions of DCE previous titles	Disclosed (Attachments 6.1-6.7) Previously disclosed to the requestor on 21 June 2021.	
Communications and Engagement Posters	Posters – feedback reminders	Disclosed (Attachments 7.1-7.2)	
Communications and Engagement Presentation documents – 29 March and 26 May	“Preparing for our Future” Staff presentation March 2021. “Preparing for our Future” Engagement Guide March 2021. “Preparing for our Future” Final proposed functional groupings May 2021.	Disclosed (Attachments 8.1-8.4) Previously disclosed to the requester on 22 July 2021.	

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<p>Communications and Engagement Presentations for staff team meetings</p>	<p>CE Group April 2021 staff meetings presentation Community Wellbeing April 2021 staff meetings presentation District Development April 2021 staff meetings presentation District Leadership and Democracy April 2021 staff meetings presentation Environmental and Infrastructure Solutions April 2021 staff meetings presentation Organisational Enablement April 2021 staff meetings presentation Te Arawa Partnership April 2021 staff meetings presentation</p>	<p>Disclosed (Attachments 9.1-9.7)</p>	
<p>Communications and Engagement Questions from staff</p>	<p>Frequently asked Questions (June 2021).</p>	<p>Disclosed (Attachment 10) Previously disclosed to the requestor on 22 July 2021.</p>	
<p>Communications and Engagement StaffNet</p>	<p>Final feedback form for initial proposal 29 March 2021. Outcomes, areas + final functional groupings June 2021. Process Overview June 2021.</p>	<p>Disclosed (Attachments 11.1-11.3) Outcomes and Process Overview previously disclosed to the requestor on 22 July 2021.</p>	
<p>Elected members</p>	<p>A better us – Elected member discussion – 9 September 2020 presentation</p>	<p>Disclosed (Attachment 12)</p>	

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ET Workshops 4 May 2021	Draft Functional Structure – Chief Executive’s Group – 4 May 2021 presentation Draft Functional Structure – Community Wellbeing – 4 May 2021 presentation Draft Functional Structure – District Development – 4 May 2021 presentation Draft Functional Structure – Environmental and Infrastructure – 4 May 2021 presentation Draft Functional Structure – Leadership and Democracy – 4 May 2021 presentation Draft Functional Structure – Organisational Enablement – 4 May 2021 presentation Draft Functional Structure – Te Arawa Partnership – 4 May 2021 presentation	Withheld as consultation is still underway	S7(2)(c)(i) s7(2)(f)(i)
ET Workshops 12 May 2021	DCE Final Functional Groupings – 12 May 2021	Disclosed (Attachment 13)	
Functional structures and JDs	Draft draft role outlines	Withheld as consultation is still underway	S7(2)(c)(i) s7(2)(f)(i)
Functional structures and JDs Draft DCE position descriptions	Draft DCE position descriptions	Withheld as functional structures have not been finalised	S7(2)(c)(i) s7(2)(f)(i)