List of Protected Records review: Feedback form

**This feedback form has three sections:**

1. **respondent information**
2. **classes of information and records**
3. **explanatory notes**

**Please complete all the sections as appropriate.**

**Please email the completed form to** **Rkconsultation@dia.govt.nz** **by close of business, 30 July 2023.**

1. Respondent information

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| --- | --- |
| Name: |  |
| Local authority organisation: |  |
| Role (if applicable): |  |
| Email address: |  |
| Phone number: |  |
| I am submitting this feedback: | **as an individual** [ ]  | **on behalf of my organisation** [ ]  |

2. Classes of information and records

We welcome your feedback on any of the draft classes of local authority information and records that are proposed and have included a few questions that may assist this:

* Are the classes worthy of preservation for administrative, accountability, heritage and/or research reasons?
* Are the classes relevant to current local authority structures and functions?
* Are there any gaps?
* Are the classes “future facing” enough for on-going changes to the structures and functions of local government?

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| **Class 1 – Cemetery and crematoria management** |

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| **Class 2 – Communications management** |

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| **Class 3 – Community safety** |

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| **Class 4 – Council controlled organisations (CCOs), trusts and commercial enterprises**  |

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| **Class 5 – Culture and recreation** |

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| **Class 6 – Election management** |

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| **Class 7 – Environmental health** |

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| **Class 8 – Environmental management** |

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| **Class 9 – Financial accountability** |

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| **Class 10 – Governance and democracy** |

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| **Class 11 – Human resource management** |

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| **Class 12 – Iwi/Māori relationships** |

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| **Class 13 – Local authority funding and grants** |

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| **Class 14 – Property and asset management** |

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| **Class 15 – Rating and valuations** |

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| **Class 16 – Regional transport, roads and traffic** |

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| **Class 17 – Statutory and strategic planning and reporting** |

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3. Explanatory notes

We also welcome your feedback on any of the application and interpretation guidance in the redrafted Explanatory Notes and have included a few questions that may assist this:

* Is the guidance in applying and interpreting the classes clear and comprehensive? If not, how could this be improved?
* Are the reasons why these information and records are protected justified and sufficient? If not, what other reasons can you suggest?
* Are the illustrative examples helpful? If not, what other examples could you suggest?

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4. Additional comments

And finally we also welcome any feedback or comments you have that may or may not fit anywhere else on this form.

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| Feedback |
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Thank you!

Thank you for taking the time to complete your form. Archives New Zealand values your feedback!