FLOW INFORMATION

LGOIMA

	FLOW ID	SUBJECT	
LG	FLOW-255	Staffing Data Request	Completed on Friday, October 30, 2026 8:14 AM

Flow Model Description

Flow Model Version

Current version of LGOIMA: V.119
Version of the Flow Model at start of FLOW-255: V.119

FLOW STEPS

Completed Steps

L **Flow started**
Started by LGOIMA Team on Wednesday, October 21, 2026 5:23 PM
LGOIMA, version: V.119

D

Initial triage

Completed on Thursday, October 22, 2026 9:17 AM by Dianne McKay

1. Confirm this is a legitimate LGOIMA request - if not, take appropriate action, including inform as required and cancel the flow.
2. Edit any field below to ensure the information is sufficient to proceed.
3. Complete any missing information.

Ombudsman calculator

Date received
21/10/2026

Set Target Date for Response
19/11/2026

First name (optional)
Tyler

Last name (optional)
Groenewald

Organisation name (if applicable) (optional)
New Zealand Taxpayers Union

Address (optional)
No information was entered.

Phone number (optional)
No information was entered.

Email address
tyler@taxpayers.org.nz

Preferred response method
Email

Original request
From: Tyler Groenewald
Sent: Wednesday, 21 October 2026 3:18 pm
Subject: Local Government Official Information and Meetings Act 1987, the New Zealand Taxpayers' Union requests the number of Full-time Equivalent (FTE) positions and associated staff costs for each financial year from 2017/18 to 2025/26, in these areas:

CAUTION: This email originated from outside of MDC's network. Do not click links or open attachments unless you know the content is safe. If in doubt contact the MDC IT Team!

Dear Council,
Under the Local Government Official Information and Meetings Act 1987, the New Zealand Taxpayers' Union requests the number of Full-time Equivalent (FTE) positions and associated staff costs for each financial year from 2017/18 to 2025/26, in these areas:

- Climate change, carbon reduction, sustainability, recycling and renewable energy.
- Public health, smoking/vaping and social housing provision.
- Cycling and sustainable transportation.
- LGBTQI+, race relations and youth policy.

Methodology: Use existing positions and teams working on activities directly related to these areas where they can be identified. Include shared roles only to the extent of an existing recorded allocation. Report overlapping categories once as a labelled combined figure. Where a subject forms an unallocated part of a broader role or team, state "not separately recorded".
Please identify the teams or reporting categories used, whether FTEs are budgeted or actual, the average for each year, and what employment costs include. Either FTEs or costs may be supplied independently if the other is unavailable.
Please distinguish nil figures from information not separately recorded or not held. For 2025/26, provisional actuals or the latest budget/forecast are acceptable if final figures are unavailable; please label them.
Existing reports or spreadsheet extracts are welcome. If any part requires substantial work, identify it and suggest a narrower scope while progressing readily available information. Please provide any proposed charge and its basis before undertaking chargeable work.
Yours faithfully,
New Zealand Taxpayers' Union
Get Outlook for Mac

Request title (AI generated)
Staffing Data Request

The Request title (AI generated) should be edited (if necessary) as it will be included in email correspondence with the requester as below:
Thank you for your request regarding [Request title (AI generated)].

Summary of the request (AI Generated)
A request for the number of Full-time Equivalent (FTE) positions and associated staff costs from 2017/18 to 2025/26 in specified areas

Related Requests (FLOW-ID or LG-Number) (optional)
No information was entered.

Attach original request & attachments (optional)
No file was uploaded.

Tick if this request should follow the "Manual mode" pathway (optional)

☐

Integration Status
When a flow step is submitted - Success

D **Acknowledge**
Completed on Thursday, October 22, 2026 9:17 AM by Dianne McKay

Would you like to edit the default email?
No

Integration Status
When a flow step is submitted - Success

D

Acknowledgement email (default)

Email sent on Thursday, October 22, 2026 9:17 AM

Recipient List: tyler@taxpayers.org.nz
Subject: LGOIMA Request: FLOW-255 regarding Staffing Data Request
From Name: LGOIMA Officer
Reply To: lgoima@mdc.govt.nz
Content:

Dear Tyler,
FLOW-255
Request summary: A request for the number of Full-time Equivalent (FTE) positions and associated staff costs from 2017/18 to 2025/26 in specified areas
I am writing to acknowledge receipt of your official information request, which we received on 21/10/2026.
We will endeavour to respond to your request as soon as possible, but no later than 19/11/2026, being 20 working days after the day your request was received.
Please note: Our 20 working days calculations do not count public holidays.
If we are unable to respond to your request by then, we will notify you of an extension of that timeframe.
Manawatū District Council may publish this response along with a summary of the request on our website.
Requests and responses may be paraphrased.
To protect your privacy, we will not generally publish personal information about you, or information that identifies you.

Your request is being managed by the LGOIMA Response Team. If you have any queries, please feel free to contact the LGOIMA Response Team on 06 323 0000 or by replying to this email.

Yours sincerely,
LGOIMA Response Team
P: 06 323 0000
www.mdc.govt.nz

MANAWATŪ DISTRICT COUNCIL

This message may contain privileged and confidential information intended only for the use of the addressee(s) named above.

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If you have received this message in error please notify the sender immediately and erase all copies of the message and attachments.

Any views expressed in this message are those of the individual sender and may not necessarily reflect the views of Manawatū District Council.

D

SME assignment

Completed on Thursday, October 22, 2026 9:18 AM by Dianne McKay

A single person should lead this response.

1. If more than 75% of the effort is with a single department, select a SME from that department
2. If not, then select yourself/LGOIMA person

Who should lead the response? (SME)
Maree Brown

Any notes to be passed on to SME (optional)
No information was entered.

Assigned SME (optional)
maree.brown@mdc.govt.nz

Select GM
Kate Jarvis

GM email (optional)
kate.jarvis@mdc.govt.nz

By default an FYI email is always sent to IS Manager, if we should include anyone else please enter their emails below.

Additional FYI Email #1 (optional)
No information was entered.

Additional FYI Email #2 (optional)
No information was entered.

Please copy the LG URL from SharePoint and paste it below.

1. Open the LGOIMA SharePoint list.
2. Locate the row for **FLOW-255**.
3. Click the link in the **Link** column, copy the URL and paste it below.

LG URL
https://mdcgovtnz.sharepoint.com/sites/lgoimareq/Shared%20Documents/Forms/FoldersByName.aspx?FolderCTID=0x0120006313B9CA9D814A4A87CEE9C9AC9A91F9&id=%2Fsites%2Flgoimareq%2FShared%20Documents%2FLG2536

Integration Status
When a flow step is submitted - Success

M

Accept task (SME)

Completed on Thursday, October 22, 2026 11:01 AM by Maree Brown

Approval Decision
Approve

M

Send FYI

Email sent on Thursday, October 22, 2026 11:01 AM

Recipient List: kate.jarvis@mdc.govt.nz, marko.blagojevic@mdc.govt.nz
Subject: New LGOIMA received - FYI: FLOW-255
From Name: LGOIMA Officer
Reply To: lgoima@mdc.govt.nz
Content:

FOR YOUR INFORMATION ONLY:
A new LGOIMA request has been received and assigned to maree.brown@mdc.govt.nz.
Requested Information:
Staffing Data Request:
A request for the number of Full-time Equivalent (FTE) positions and associated staff costs from 2017/18 to 2025/26 in specified areas

https://flow-au.flowingly.app/flows/12093378-ac1b-4a05-8968-bf4d73f38f57
Yours sincerely,
LGOIMA Response Team
P: 06 323 0000
www.mdc.govt.nz

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M

Clarity review

Completed on Thursday, October 22, 2026 11:01 AM by Maree Brown

Is the request clear and concise so you can make a decision on whether we have this type of information?
Yes

M

Clarity decision

Completed on Thursday, October 22, 2026 11:02 AM by Maree Brown

Does MDC hold this type of information?
Yes - we hold all of this information type

Integration Status
When a flow step is submitted - Success

M

Effort Decision

Completed on Thursday, October 22, 2026 11:03 AM by Maree Brown

Please tick all of the following to confirm you have 'considered them' and capture estimates in the table below:

- [x] Whether you need to reach out to external contractors/CCOs
- [x] Whether you need to reach out to IT/IM
- [x] Whether you need email archive searches
- [x] Whether you need physical archive searches

If input from other staff members is required to respond to this request, please use the **TASK** button below to request the necessary information.

You need to estimate the effort of all SMEs in the table below as best as you can, if effort is unknown please check in with each SME department either by:

- In-person, email or call
- Clicking the 'Add a Task' button below to request SME effort formally within this flow

Estimate the effort

Department	Other department	Est. effort in hours	Comments
People		3	

Do you have any concerns in being able to deliver this information before the target date or is the effort over 50 hours?
No

M

Placeholder.

Email sent on Thursday, October 22, 2026 11:03 AM

Recipient List: .
Subject:
From Name: Flowingly Notifications
Reply To: no-reply@flowingly.net
Content:

M

SME prepare response

Completed on Thursday, October 29, 2026 1:39 PM by Maree Brown

Now its time to prepare the response and provide the information requested.

- If you need information from another MDC contributor for this LGOIMA use 'Add a task'. Explain what you want in the task and wait for their response. They will be able to attach documents as required. Add yourself as the approver of this task.
- If you need to engage legal then engage as normal however you MUST attach the correspondence to this form

ID FLOW-255
Date received 21/10/2026

Target date for response

Phone

Request title Staffing Data Request

Summary of request A request for the number of Full-time Equivalent (FTE) positions and associated staff costs from 2017/18 to 2025/26 in specified areas

Full request attached

Select if (optional)

☐ We are engaging with the requestor (check history on the left)

For every LGOIMA request, we always send back a formal response. For example: Thank you for your question regarding the salary of the Mayor. We can confirm that their salary for 2025 was $200,000 NZD.
The box below is where you type your formal response. If you have any supplementary attachments, they will be added later in the form

Draft/write your response in here (this will be checked prior to be sent out)
Kia ora
Thank you for your request regarding Full-time Equivalent (FTE) positions and associated staff costs for the financial years 2017/18 to 2025/26.
Manawatū District Council does not have any positions solely dedicated to the activities outlined in your request. However, a number of employees across various teams undertake work in these areas as part of their broader roles and responsibilities. As these activities are not separately allocated or tracked, the associated staff time and costs are not individually recorded.
Council does not separately track the proportion of staff time dedicated to these specific activities, nor does it maintain a breakdown of the associated employment costs.
For the financial years 2017/18 to 2025/26, the requested FTE allocations and associated staffing costs are therefore not separately recorded.
Providing these figures would require retrospective estimates of the time employees have spent undertaking these activities, which would not provide a reliable or accurate representation of staffing resources or costs.
We would like to clarify that this does not mean Council has no employees undertaking work in these areas, but rather that these responsibilities are incorporated into broader positions and are not individually measured or reported.
Ngā mihi

What is your decision
Release in full

Legal engagement (optional)
☐ Tick here if you engaged legal for this request

Do you have any supporting files for the response?
No

Earlier in the workflow, we estimated the following amount of effort was needed to respond to this request:

Department	Other department	Est. effort in hours	Comments
People		3	

Was the total effort accurate?
Yes - Mostly

Integration Status
When a flow step is submitted - Success

D

IM prep for GM

Completed on Thursday, October 29, 2026 1:43 PM by Dianne McKay

Please review the history on the left. **This may have been returned back from GM review.**
If it has been returned from GM and you need the SME assistance in resolving the feedback please log a New Task and assign to the SME.

Perform the following

- [x] Review the SME response below and amend if necessary
- [x] Open any supporting files stored in SharePoint - linked below
- [x] Redact any necessary information

SME Response

Kia ora
Thank you for your request regarding Full-time Equivalent (FTE) positions and associated staff costs for the financial years 2017/18 to 2025/26.
Manawatū District Council does not have any positions solely dedicated to the activities outlined in your request. However, a number of employees across various teams undertake work in these areas as part of their broader roles and responsibilities. As these activities are not separately allocated or tracked, the associated staff time and costs are not individually recorded.
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Ngā mihi

Has the SME submitted any supporting files? No
Supporting file/s: Open in SharePoint

Integration Status
When a flow step is submitted - Success

K

GM approval

Completed on Thursday, October 29, 2026 3:28 PM by Kate Jarvis

Approval Decision
Approve

Integration Status
When a flow step is submitted - Success

D

Select sending method

Completed on Friday, October 30, 2026 8:07 AM by Dianne McKay

Confirm response method

Email

D

Prepare email

Completed on Friday, October 30, 2026 8:08 AM by Dianne McKay

Confirm email address of recipient
tyler@taxpayers.org.nz

Are there any attachments to also send?
No

Select email template
Full Release

Dear Tyler Groenewald,
Official information request - FLOW-255.
I refer to your official information request dated 21/10/2026.
The information you have requested is below.
Information:
Kia ora
Thank you for your request regarding Full-time Equivalent (FTE) positions and associated staff costs for the financial years 2017/18 to 2025/26.
Manawatū District Council does not have any positions solely dedicated to the activities outlined in your request. However, a number of employees across various teams undertake work in these areas as part of their broader roles and responsibilities. As these activities are not separately allocated or tracked, the associated staff time and costs are not individually recorded.
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Ngā mihi

Manawatū District Council may publish this response along with a summary of the request on our website. Requests and responses may be paraphrased.
To protect your privacy, we will not generally publish personal information about you, or information that identifies you.
You have the right to ask the Ombudsman to review any decisions made under this request. For further information on how to make a complaint to the Ombudsman, please visit Make a complaint | Ombudsman New Zealand or call 0800 802 602.
If you wish to discuss this response with us, please feel free to contact the LGOIMA Response Team on 06 323 0000 or by replying to this email.

Compose the email body (excluding the signature and subject)

Kia ora

Thank you for your request regarding Full-time Equivalent (FTE) positions and associated staff costs for the financial years 2017/18 to 2025/26.

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If you wish to discuss this response with us, please feel free to contact the LGOIMA Response Team on 06 323 0000 or by replying to this email.

D

Confirm Email

Completed on Friday, October 30, 2026 8:09 AM by Dianne McKay

Do you want to change the email?

No

Integration Status

When a flow step is submitted - Success

D

Send Email

Email sent on Friday, October 30, 2026 8:09 AM

Recipient List: tyler@taxpayers.org.nz
Subject: Response to your Official Information Request regarding Staffing Data Request : FLOW-255
From Name: LGOIMA Officer
Reply To: lgoima@mdc.govt.nz
Content:

Kia ora
Thank you for your request regarding Full-time Equivalent (FTE) positions and associated staff costs for the financial years 2017/18 to 2025/26.
Manawatū District Council does not have any positions solely dedicated to the activities outlined in your request. However, a number of employees across various teams undertake work in these areas as part of their broader roles and responsibilities. As these activities are not separately allocated or tracked, the associated staff time and costs are not individually recorded.
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If you wish to discuss this response with us, please feel free to contact the LGOIMA Response Team on 06 323 0000 or by replying to this email.
Yours sincerely,
LGOIMA Response Team
P: 06 323 0000
www.mdc.govt.nz

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D

Close off

Completed on Friday, October 30, 2026 8:14 AM by Dianne McKay

Close off tasks

- [x] Review summary for website and decide whether to publish
- [x] Print this flow record as PDF and upload into SharePoint folder

Tick to publish on website (optional)

- [x]

Response for website (review)

Kia ora

Thank you for your request regarding Full-time Equivalent (FTE) positions and associated staff costs for the financial years 2017/18 to 2025/26.

Manawatū District Council does not have any positions solely dedicated to the activities outlined in your request. However, a number of employees across various teams undertake work in these areas as part of their broader roles and responsibilities. As these activities are not separately allocated or tracked, the associated staff time and costs are not individually recorded.

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Ngā mihi

Integration Status

When a flow step is submitted - Success

FLOW COMMENTS

No Comments to display.

Flow LGOIMA, version V.119 was **completed** on Friday, October 30, 2026 8:14 AM