



3 October 2025

Andrew Phillips

s7(2)(a)

Tēnā koe Andrew,

Request for Information – Local Government Official Information and Meetings Act (LGOIMA) 1987

We refer to your official information request dated 17 September 2025, in which you asked for any internal policy or recordkeeping relating to parking infringement waiver decisions. You also requested a copy of waiver decisions over the past year to better understand how flexibility is applied in practice.

Specifically, you have requested:

“So there isn't any internal policy or record keeping on waiver reasons? If I could have a copy of any of that – say the last year of waiver decisions – it would be useful to understand.”

Answer:

Council does not hold a formal internal policy that sets out specific criteria for waiving parking infringements. Each appeal is considered on a case-by-case basis, with the Parking team aiming to apply a consistent and fair approach while ensuring that relevant bylaws and legislation are adhered to.

We do not maintain a centralised or collated record of waiver decisions. While individual decisions are documented within correspondence relating to each infringement, extracting and compiling this information would require manually reviewing each written-off ticket and its associated communications. This would involve substantial collation and the creation of new information.

As such, we are refusing this part of your request under section 17(f) of the LGOIMA, as the information cannot be made available without substantial collation or research.

A draft internal framework exists that outlines the general process for handling appeals. However, it does not contain guidance on when to waive an infringement and was prepared for internal discussion purposes only. As such, we are withholding this document under section 7(2)(f)(i) of the LGOIMA to protect the free and frank expression of opinions.

For further context, parking infringement fees are set by the Ministry of Transport and were last updated in October 2024 following a long period without change. Council does not have discretion to alter these amounts.

You have the right to seek an investigation and review by the Ombudsman of this response. Information about how to make a complaint is available at: [Office of the Ombudsman - Complaints](#), or freephone 0800 802 602.

Please note that this response to your information request may be published on Hutt City Council's website: [Proactive releases - Hutt City Council](#).

Ngā mihi nui



Rebekah van der Splinter

Senior Advisor, Official Information and Privacy