

19 December 2018

Jake Preston  
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Dear Mr Preston

**Official Information Act 1982 Request**

Thank you for your request for information received on 22 November 2018. You requested that the Earthquake Commission (EQC) make available to you the following information under the Official Information Act 1982:

*"I would like to request all minutes of the Claimants Reference Group meetings that have taken place since April 2018"*

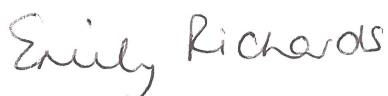
The Claimant Reference Group (CRG) has had three meetings since April 2018 - on 15 and 30 October, and 19 November 2018. While formal minutes are not recorded, the CRG does create a meeting summary for each meeting, and the summaries for these three meetings are attached. Please note that some information has been withheld under section 9(2)(a) of the Official Information Act 1982 to protect the privacy of natural persons.

In addition to these three meetings, an initial design workshop was held with potential members in August 2018 to discuss the membership of the group and to determine its purpose and objectives. Minutes of this workshop were not taken, however, a presentation was developed outlining the outcomes of the day and this is also attached.

Please note that the meeting summary for 30 October 2018 makes reference to the Official Information Act process between EQC and the CRG. I can confirm that all documents and information held by the CRG is subject to the Official Information Act, not just those that have been provided to EQC.

This response completes your request for information. You have the right to ask the Ombudsman to investigate and review my decision. The Ombudsman can be contacted at PO Box 10 152, Wellington 6143, or on Freephone 0800 802 602, or at <http://www.ombudsman.parliament.nz>.

Yours sincerely



**Emily Richards**  
Manager, Government Relations