OIR: 2627/45

1 September 2026

[redacted]

Tēnā koe [redacted],

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

Thank you for your email of **4 August 2026** requesting the following information:

Please provide the following official information held by the Council [This request covers information created or received from 1 July 2023 to the date of this request]:

1. ***The name, supplier and current version of each principal ERP, financial management, procurement, HRIS, payroll and enterprise asset-management system currently used by the Council.***

    - ERP: Datascape (Datacom) v2.45 release stream.
    - Financial Management: Datascape Finance (Datacom) v2.45 release stream.
    - Procurement: Datascape Finance Procurement/Purchasing (Datacom) v2.45 release stream.
    - HRIS: iChris (Frontier Software)
    - Payroll: iChris Payroll and HR21/Kiosk self-service (Frontier Software)
    - Enterprise Asset Management: RAMM (Thinkproject)

2. ***Any current strategy, roadmap, business case, options assessment, programme plan or investment proposal relating to the replacement, upgrade, migration, reimplementation or material redevelopment of those systems.***

    As currently framed, the request is so broad that it effectively seeks information relating to a substantial part of the Council's Digital Solutions function rather than a defined set of documents. Identifying, collating and reviewing all information potentially within scope would require substantial collation and research.

Please note that any information provided in response to your request may be published on the Council website, with your personal details removed.

Accordingly, this part of your request is refused under section 17(f) of the Local Government Official Information and Meetings Act 1987.

Should you wish to refine his request by identifying particular documents or projects of interest, Council would be happy to consider a revised request.

3. Any approved or indicative budget, timeframe or target implementation date associated with those initiatives.

The Council is currently undertaking an ERP replacement programme, for which the approved forecast cost is $7.0 million.

The Council does not have any approved replacement, upgrade, migration, reimplementation or material redevelopment programmes for its HRIS, payroll or enterprise asset management systems at this time.

As no such initiatives are currently planned, the Council does not hold approved or indicative budgets, timeframes or target implementation dates for those systems.

To that extent, this part of your request is refused under section 17(e) of the Act because the information requested does not exist.

4. Any reports or presentations provided to the Council, a council committee, the chief executive or executive leadership team concerning those initiatives.

Any presentations provided to the Council or a Council committee are publicly available through Council's website, as part of the relevant Council or committee meeting agenda and minutes records. Please refer specifically to the Risk and Assurance meeting on 24 March 2026.

Reports provided to the Senior Leadership Team regarding the replacement of the ERP are attached. Some information has been withheld on the following grounds:

- The personal details of some individuals have been withheld from the information provided. The decision to withhold this information is made under section 7(2)(a) of the Act which allows for Council to withhold information in order to protect the privacy of natural persons, including that of deceased natural persons.
- Some of the information is commercially sensitive and is withheld under section 7(2)(b)(ii) of the Act . Section 7(2)(b)(ii) provides that Council may withhold information in order to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied it, or who is the subject of the information
- Some of the information requested is withheld under section 7(2)(h) of the Act. Withholding this information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities

- Some of the information requested is withheld under section 7(2)(i) of the Act. Withholding this information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

In each instance, I am satisfied that the withholding of this information is not outweighed by public interest considerations in section 7(1) favouring release. The grounds for withholding are marked on the attached document.

5. ***Any current procurement plan, market engagement plan, request for information, request for proposal or other sourcing documentation relating to those initiatives.***

The Council does not hold any current procurement plan, market engagement plan, request for information, request for proposal, or other sourcing documentation relating to the replacement, upgrade, migration, reimplementation, or material redevelopment of the systems identified in this request, other than documentation associated with procurement processes that have already been completed.

Where procurement or sourcing documents have previously been made publicly available through the Council's usual procurement or meeting processes, that information is available through the relevant public channels. To the extent the request seeks information that is already publicly available, this part of the request is declined under section 17(d) of the LGOIMA.

You have the right to request the Ombudsman to review this decision. Complaints can be sent by email to info@ombudsman.parliament.nz, or by post to The Ombudsman, PO Box 10152, Wellington 6143.

Ngā mihi,

Sheryl Gavin
Acting Group Manager Corporate Services
Te Kaihautū Ratonga Tōpū

Please note that any information provided in response to your request may be published on the Council website, with your personal details removed.

If you are interested in the attachments which accompany this response, please contact us at: informationrequest@kapiticoast.govt.nz.