

18 April 2016

Gemma Hartley
New Zealand Herald

By email to: Gemma.Hartley@nzherald.co.nz

Dear Ms Hartley

Official Information Request Response

Thank you for your email, received on 14 March 2016, requesting information about the Council's staff numbers, and disciplinary actions with regard to computer usage. I have been asked to assist with your request.

I have spoken with the relevant Council teams with regard to the information you are seeking, and I am able to provide you with the following:

The number of current employees? Broken down into yearly figures for 2013; 2014; 2015; 2016

Year to	Contract Type	Headcount
Feb-16	Permanent	1,430.00
Feb-15	Permanent	1,420.00
Feb-14	Permanent	1,327.00
Feb-13	Permanent	1,358.00

The number of employees who have been disciplined for breaking computer usage rules and regulations and/or social networking policies? Broken down into yearly figures for 2013; 2014; 2015; 2016

What were the outcome of any/all disciplines? E.g. verbal warning; written warning; suspension - broken down into yearly figures for 2013; 2014; 2015; 2016.

Year to	Number of disciplinarys for breaking computer usage rules and regulations and/or social networking policies	Outcome
Feb-16	1	Written Warning
Feb-15	1	Written Warning
Feb-14	0	n/a
Feb-13	0	n/a

Please include any documents and or memos related to staff breaking computer use/social networking policies generated by council employees since 2014.

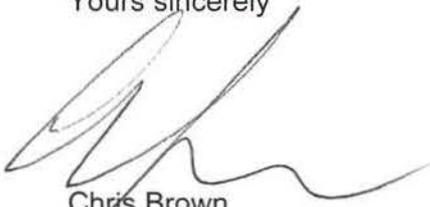
Please find attached copies of the following Council documents:

WCC ICT Policy Handbook
WCC Internet Access and Usage Guide
WCC Guidelines for Mobile Devices

Each of these provides guidelines and rules for officers with regard to computer and social network usage.

Please contact me if you have any questions.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Chris Brown', with a long, sweeping underline.

Chris Brown
Issues Resolution Office
Wellington City Council
Ph: (04) 801 3479
Email: chris.brown@wcc.govt.nz