

Document description	Document name as an email attachment	Action (withheld, summarised, or released)	OIA provisions relied on
Official SSC Correspondence			
SSC Inquiry Letter from Martin Jenkins to State Sector Chief Executives Final 23 July 2018	2018-07-23 SSC Inquiry Letter to State Sector Chief Executives Final	released	
CEO Southern Response letter in response to letter from SSC 15 August 2018	Martin Jenkins - Inquiry	released	
Attachment to letter from Southern Response to Martin Jenkins 15 August 2018 relating to follow up from original TCIL proposal and Cyclops	Cyclops	released subject to redactions	9(2)(a)
SSC letter re Inquiry into the use of External Security Consultants - proactive release 21 November 2018	SSC letter re Inquiry into the use of External Security Consultants - proactive release	released	
SRES Email Correspondence			
Emails regarding security from 1 September 2015 to 30 March 2016	Emails - security	released subject to redactions	9(2)(a) 9(2)(b)(ii) 9(2)(c) 9(2)(h) 6(c)
TCIL engagement numbered emails 1-5	Emails - TCIL engagement	released subject to redactions	9(2)(a)
Other TCIL emails 2014	TCIL emails - other	released subject to redactions	9(2)(a)
TCIL first half 2014 numbered emails 1-40	TCIL emails 2014-1	released subject to redactions	9(2)(a) 9(2)(b)(ii)
TCIL second half 2014 numbered emails 1-76	TCIL Emails 2014-2	released subject to redactions	9(2)(a)
TCIL first half 2015 numbered emails 1-53	TCIL Emails 2015-1	released subject to redactions	9(2)(a) 9(2)(b)(ii)
TCIL second half 2015 numbered emails 1-279	TCIL Emails 2015-2	released subject to redactions	9(2)(a) 9(2)(b)(ii) 9(2)(h)
TCIL first half 2016 numbered emails 1-193	TCIL Emails 2016-1	released subject to redactions	9(2)(a) 9(2)(b)(ii) 9(2)(h)
TCIL second half 2016 numbered emails 1-111	TCIL Emails 2016-2	released subject to redactions	9(2)(a) 9(2)(b)(ii) 9(2)(h)
TCIL first half 2017 numbered emails 1-32	TCIL emails 2017-1	released subject to redactions	9(2)(a) 9(2)(b)(ii)
TCIL second half 2017 numbered emails 1-40	TCIL emails 2017-2	released subject to redactions	9(2)(a)
TCIL Threat Assessments and Weekly Monitoring Reports			
Southern Response Threat Assessment March 2014	Southern Response TA March 2014	released subject to redactions	9(2)(a)
Southern Response Threat Assessment April 2016	Southern Response TA April 2016	released subject to redactions	9(2)(a)
2014 weekly monitoring reports combined	2014 weekly reports combined	released subject to redactions	9(2)(a)
2015 weekly monitoring reports combined	2015 weekly reports combined	released subject to redactions	9(2)(a)
2016 weekly monitoring reports combined	2016 weekly reports combined	released subject to redactions	9(2)(a)
2017 weekly monitoring reports combined	2017 weekly reports combined	released subject to redactions	9(2)(a)
SRES Site and Operations Security			
Contractor quote 10 June 2016	6 Show PI rear carpark flood lighting - 201606	released subject to redactions	9(2)(a) 9(2)(b)(ii)
Screenshot of Facebook "wall of shame"	01042016093700	released subject to redactions	9(2)(a)
First Security contract - 2015	05102015141109_001	released subject to redactions	9(2)(a) 9(2)(b)(ii)
Visitor Safety Induction	20082015142351-0001	released	
Status of recommendations from 2015 review - not dated	2015 TandC review recommendations	released subject to redactions	9(2)(a)
First security contract - 2017 (cover letter)	24032017125555_001	released subject to redactions	9(2)(a)
TCIL site security review report - August 2015	3611 Southern Response Security Review 2015 (final)	withheld	9(2)(c) 6(c)
TCIL site security assessment gap analysis report - April 2016	3771 Site Security Assessment Gap Analysis March 2016	withheld	9(2)(c) 6(c)
List of documents recovered from bins	Documents recovered from bins	released subject to redactions	9(2)(a)
TCIL training materials	First Responders Presentation Updated	withheld	9(2)(b)(ii)
First security contract - 2017	First Security Contract with Southern Response	released subject to redactions	9(2)(a) 9(2)(b)(ii)
Guide-to-Developing-Agency-Alert-Levels	Guide-to-Developing-Agency-Alert-Levels	released	
TCIL training materials	Lesson Plan - First responders	withheld	9(2)(b)(ii)
TCIL training materials	Lesson Plan - Security Guards	withheld	9(2)(b)(ii)
TCIL training materials	Lesson Plan - Suspicious packages	withheld	9(2)(b)(ii)
Note 31-07-2015 IT Security	Note 31-07-2015 IT Security	released subject to redactions	9(2)(a)
PSR Outline	PSR Outline	released	
TCIL training materials. Part of First Responders training	Role Plays	withheld	9(2)(b)(ii)
Copy of media article	russell-john-tul	released	
Internal note suggesting safety enhancements	Safety	released subject to redactions	9(2)(a)
Security Response Levels	Security Response Levels	released	
Status of recommendations from 2014 review	Security Review Meeting 27 May 2014sf	released subject to redactions	9(2)(a)
Feedback on recommendations from 2015 Review	Security review recommendation feedback	released subject to redactions	9(2)(a)

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Internal training presentation	Security training Aug 2015	released subject to redactions	9(2)(a)
TCIL site security review report - February 2014	SecurityReviewSouthernResponseFeb2014	withheld	9(2)(c) 6(c)
ADT service report	Southern Response	released subject to redactions	9(2)(a) 9(2)(c)
Contractor quote	Southern Response CCTV Quote 2015	released subject to redactions	9(2)(a) 9(2)(b)(ii)
Status of recommendations from 2014 review	Southern Response Security Action List 130314	released	
Internal training presentation	Spotting risk behaviour	released	
SRES Characterisation Survey 2016 - Template document	SRES Characterisation Survey 2016	released	
TCIL training materials. Part of Security Guard training	SRES SG test	withheld	9(2)(c) 6(c)
TCIL training materials	T&C & Protective Security Requirements	withheld	9(2)(c) 6(c)
Internal training presentation on personal security	Team Level Security Presentation	released	
Use of information resources and security policy - Expired policy	15_use_of_information_resources_and_security_policy2	released subject to redactions	9(2)(a)
Working out of the office policy - Expired policy	25_working_out_of_the_office_policy	released subject to redactions	9(2)(a)
First Day Sign Off Form for new employees	First Day Sign Off HR	released	
IT Guideline - Email Security	IT Guideline - Email Security	released subject to redactions	9(2)(a)
IT Guideline - Internet Security	IT Guideline - Internet Security	released subject to redactions	9(2)(a)
IT Guideline - Network Security	IT Guideline - Network Security	released subject to redactions	9(2)(a)
IT Guideline - Remote Access	IT Guideline - Remote Access	released subject to redactions	9(2)(a)
IT Guideline - User Administration	IT Guideline - User Administration	released subject to redactions	9(2)(a)
IT Guideline - Virus Protection	IT Guideline - Virus Protection	released subject to redactions	9(2)(a)
IT Guideline - Wireless	IT Guideline - Wireless	released subject to redactions	9(2)(a)
IT Guideline - Workstation	IT Guideline - Workstation	released subject to redactions	9(2)(a)
IT Standard - Acceptable Use	IT Standard - Acceptable Use	released subject to redactions	9(2)(a)
Panic Alarm Procedures	panic_alarm_procedurev2	withheld	6(d) 6(c)
Draft guideline document	Personal Security	released subject to redactions	9(2)(a)
Social Media Guidelines 22 June 2016	Social Media Guidelines 220616	released	
Standard security operating procedures - updated 1.10.2015	STANDARD OPERATIONAL PROCEDURES - security updated 1.10.2015	withheld	6(d) 9(2)(c) 6(c)
Trespass Notice template	Trespass Notice template	released	
Trespass Notices FINAL	Trespass Notices FINAL	released subject to redactions	9(2)(a)
Welcome to Southern Response - cover page	Welcome to Southern Response - cover page	released subject to redactions	9(2)(a)
Working Out of Office Build	Working Out of Office Build Auditv2	released	
Working Out of Office checklist	Working Out of Office checklist v4	released subject to redactions	9(2)(a)
NZISM Workshop Flyer July 2016	NZISM Workshop July 2016	withheld	6(d) 9(2)(a) 9(2)(c)
Documents containing site and operation security information circulated internally and to TCIL for security reviews, including: - Lists of emergency contacts for First Security - Lists of security Contact Details - #6 and #10 Show Place floor layouts and seating plans - Instructions for alarm activation - Lists of guard duties		withheld and summarised	9(2)(a) 9(2)(c) 6(c) 16(1)(e)
Residential Security Reviews			
Residential security reviews TCIL conducted at the homes of SRES directors and staff at risk		withheld	9(2)(a) 6(c)
Annual Public Meetings			
Addington Raceway Trespass Authority – October 2014	201410301532.pdf	released subject to redactions	9(2)(a)
Annual Meeting Approach 29092015	Annual Meeting Approach 29092015	released subject to redactions	9(2)(a)
Documents containing customer RSVP information for 2015 and 2016 APMs		withheld	9(2)(a)
Annual Meeting Runsheet 30 September 2016	Annual Meeting Runsheet 300916	released subject to redactions	9(2)(a)

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Individual Claimant Security Issues			
TCIL Report - Review of Security measures and increased risk dated 13 July 2015	01-11-16_TCIL final ver report (released June 2018)	released subject to redactions	9(2)(a) 9(2)(b)(ii) 9(2)(c)
Letter to customer re behaviour 12 January 2015	ltr - [name]	released subject to redactions	9(2)(a)
Letter to customer re behaviour July 2015	ltr - [name1] - aggressive behaviour	released subject to redactions	9(2)(a)
Letter to customer re behaviour 18 December 2015	ltr - [name2] - aggressive behaviour	released subject to redactions	9(2)(a)
Letter to customer re behaviour 18 May 2015	ltr - [name2]	released subject to redactions	9(2)(a)
Letter to customer re behaviour April 2016	ltr - [name3] - aggressive behaviour	released subject to redactions	9(2)(a)
Memo - Police - Customer interaction 27 July 2015	Memo - Police - Customer interaction 270715	released subject to redactions	9(2)(a)
Memorandum to Board 20 July 2015	Memorandum to Board 200715	released	
Authority to act under Trespass Act	Authority to Act_Trespass Act	released	
Files relating to security issues with individual claimants, withheld in full for privacy and safety reasons, including: - 3 voice recording files of telephone conversations with claimants - 2 Police Reports regarding claimant aggressive behaviour - 1 claimant letter to CEO in relation to claim settlement - 2 letters to claimants in relation to claim settlement - 1 trespass notice for a claimant - 1 TCIL due diligence report on high risk claimant on the SR security list - 2 internal emails with photos of a claimant on the SR security list		withheld	9(2)(a) 9(2)(c) 6(d)
Transcript of phone call with customer on 27 June 2016	Transcript 27-06-16	withheld	9(2)(a) 9(2)(c) 6(d)
Internal lists of claimant security issues, withheld for privacy and safety reasons, including: - Security lists - Security risk photos - Management copies of above - Aggressive and Unacceptable Behaviour Register		withheld	9(2)(a) 9(2)(c) 6(d)
Bell Gully legal advice letter - July 2015	2015-07-27 Trespass Advice	withheld	9(2)(h)
Bell Gully legal advice letter - July 2015	Letter-Instructions	withheld	9(2)(h)
Wynn Williams legal advice letter (claimant issue) - July 2015	ltr P Rose and V Wells re harassment advice	withheld	9(2)(h)
General TCIL Administration			
Draft TCIL proposal dated 15 January 2014 with handwritten comments from Peter Rose	ceqshp4.scanner@southernresponse.co.nz_20140115_175808	released subject to redactions	9(2)(a) 9(2)(b)(ii)
TCIL Itinerary - 30 and 31 March 2016	Gavin Clark - Security review	released subject to redactions	9(2)(a)
TCIL Itinerary - 23 & 24 July 2015	Itinerary	released	
Final TCIL proposal dated 15 January 2014	Southern Response Proposal 150114	released subject to redactions	9(2)(a) 9(2)(b)(ii)
Draft TCIL proposal dated 15 January 2014	Southern Response Proposal 150114	released subject to redactions	9(2)(a) 9(2)(b)(ii)
TCIL proposal dated 29 September 2015	Southern Response Proposal	released subject to redactions	9(2)(a) 9(2)(b)(ii)
SRES Breakdown for invoice 14962	SRES Breakdown for invoice 14962	released	
TCIL invoices combined 2014 to 2017 (previously released under OIA)	TCIL invoices combined	released subject to redactions	9(2)(a) 9(2)(b)(ii)
Documents relating to consultation between TCIL and SRES under the Official Information Act 1982 and Privacy Act 1993, withheld because outside the scope of this proactive release, including: 26 document files exchanged by email with proposed redactions marked-up, cover emails between TCIL and SRES, and 2 letters from TCIL to SRES		withheld and summarised	16(1)(e)
SRES Board Records			
2013 Board records - combined reports and minutes	2013 Board records	released subject to redactions	9(2)(a) 9(2)(b)(ii)
2014 Board records - combined reports and minutes	2014 Board records	released subject to redactions	9(2)(a) 9(2)(b)(ii) 9(2)(h)
2015 Board records - combined reports and minutes	2015 Board records	released subject to redactions	9(2)(a) 9(2)(b)(ii) 9(2)(b)(i) 9(2)(h)
2016 Board records - combined reports and minutes	2016 Board records	released subject to redactions	9(2)(a)
Parliamentary Question - 2016 - WPM 11814 (2016)	11814-2016	released	
Code of conduct - State Services	Code of conduct - State Services	released	
Copy of Gift Register - 2013 to 2017	Copy of Gift Register	released subject to redactions	9(2)(a)
Delegated Authorities Policy (2012) - Expired policy Policy amendment Board paper	Delegated Authorities Policy (2012) Ethical Behaviour Policy - December 2014 review	released released subject to redactions	9(2)(a)
Ethical Behaviour Policy (2012)- Expired policy	Ethical Behaviour Policy (2012)	released subject to redactions	9(2)(a)
Ethical Behaviour Policy (2017) - Expired policy	Ethical Behaviour Policy (2017)	released subject to redactions	9(2)(a)
Health and Safety Policy (2015) - Expired policy	Health and Safety Policy (2017)	released subject to redactions	9(2)(a)
Procurement for CE Board report - January 2013	Procurement for CE Board report - January 2013	released	
Procurement Policy (2017)	Procurement_Policy (2017)	released subject to redactions	9(2)(a)

Southern Response Proactive Release document list
December 2018

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Letter from SSC - 1 October 2014	SSC - 1 October 2014	released	
Letter to SSC - 15 December 2014	SSC - 15 December 2014	released subject to redactions	9(2)(a)
Letter to SSC - code of conduct - 10 October 2014	ssc - code of conduct - 20141010	released subject to redactions	9(2)(a)
Letter from SSC - 21 November 2014 - confirmation of application of Code of Conduct from 1 January 2015	SSC - confirmation of application of Code of Conduct from 1 January 2015	released	
Summary of expenditure relating to the use of consultants who hold a PI licence - March 2018	SSC Inquiry Mar2018 (EXT Security Consultants)	released subject to redactions	9(2)(a)
Threats Aggressive and Hostile Behaviour Process - Internal Process document	Threats_Agressive_and_Hostile_Behaviour_Process	released	
Timeline of key events compiled for the Inquiry	Timeline	released subject to redactions	9(2)(a)
Working Out of the Office Policy (2016) - Expired policy	Working Out of the Office Policy (2016)	released subject to redactions	9(2)(a)