

12 March 2024

Personal details removed for proactive  
release

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OIA 29022

I refer to your email of 4 January 2024 in which you requested information about the *Commonwealth Institute, a defunct charity which the New Zealand Government was a member of and at some point also a Trustee that was placed in members' voluntary liquidation on 19 July 2007.*

You requested the following under the Official Information Act 1982 (OIA):  
*any material you hold relating to this charity for the period 2000, 2001, 2002, 2003 and 2004.*

You added the following by way of context:

*I am particularly interested in obtaining copies of the minutes or transcripts of the Annual General Meetings of this charity during this year as well as records of Trustee Meetings but any releasable information you are holding would be of interest. I think some relevant material may be held at the New Zealand High Commission in London or have been transferred by that body back to New Zealand.*

On 28 January 2024, we contacted you to provide you with links to the Commonwealth Education Trust, the successor to the Commonwealth Institute.

On 29 January 2024, you replied to say that you had been through the catalogue of the publicly available information and the information you are interested in is missing, so you would like to continue with your request under the Official Information Act 1982 (OIA).

On 13 February 2024, the timeframes for responding to your request were extended by an additional 20 working days because responding to your request necessitated the review of a large quantity of information (section 15A(1)(a) of the OIA refers).

We searched our files for information in scope of your request and confirm that we hold nothing relating to the Commonwealth Institute for the period 2000 to 2004. The only file that may have potentially held the information you requested was destroyed on 25 July 2012 in accordance with the Archive New Zealand GDA. Therefore, your request is refused in full under section 18(e) of the OIA, as the information you requested cannot be found.

Please note that it is our policy to proactively release our responses to official information requests where possible. Therefore, our response to your request (with your personal information removed) may be published on the Ministry website: [www.mfat.govt.nz/en/about-us/contact-us/official-information-act-responses/](http://www.mfat.govt.nz/en/about-us/contact-us/official-information-act-responses/)

If you have any questions about this decision, you can contact us by email at: [DM-ESD@mfat.govt.nz](mailto:DM-ESD@mfat.govt.nz). You have the right to seek an investigation and review by the Ombudsman of this decision by contacting [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Nāku noa, nā

A handwritten signature in black ink, appearing to be 'SC', written in a cursive style.

Sarah Corbett  
for Acting Secretary of Foreign Affairs and Trade