

26 January 2024



Ministry for
**Ethnic
Communities**
Te Tari Mātāwaka

██████████
New Zealand Taxpayers' Union
██████████

REF: OIA 2324-0422

Tēnā koe ██████████

Response to your Official Information Act request

Thank you for your emails of 7 and 19 December 2023 to the Ministry for Ethnic Communities (the Ministry) requesting information on Christmas expenditure under the Official Information Act 1982 (the Act). I have responded to each part of your request in turn below.

End-of-Year Bonuses:

- 1) *Total amount paid in end-of-year bonuses to the CEO this Christmas.*

The Public Service Commissioner (the Commissioner) is the employer of Public Service Chief Executives, and determines their remuneration. In 2018, the Commissioner took a new approach to managing the performance of Chief Executives, which included changing the structure of their remuneration. These changes mean performance pay entitlements are no longer included in Chief Executive employment agreements from 1 July 2018.

- 2) *Total amount paid in bonuses to staff employed by your organization this Christmas.*

No Christmas bonuses were received by Ministry staff in 2023.

- 3) *Please also provide the same for Christmas 2022.*

No Christmas bonuses were received by either Ministry staff or the Chief Executive in 2022.

Presents for Staff:

- 4) *Total expenditure on presents for staff including but not limited to 'secret Santa' etc. Please include this cost for last year also.*

The Ministry did not buy presents for Ministry staff in either 2022 or 2023.

Christmas Trees and lights:

- 5) *Number of Christmas trees purchased and erected, and the cost of these purchases for this year.*
- 6) *Please also include the cost for any Christmas lights for tree and any lights for buildings for this year.*
- 7) *Please also include the cost of both for last year, too.*
- 8) *Please highlight if the Ministry had any left over from last year.*

The below table summarise the costs for Christmas trees and Christmas lights for 2022 and 2023. No lights were purchased for any buildings. The Ministry did not have any of these items leftover from last year.

Costs	2022	2023
Christmas trees	Nil.	Nil.
Christmas lights	\$11.48	Nil.

Christmas Party Supplies:

- 9) *Please breakdown the amount spent on the following for the years 2022 and 2023:*
 - *Wrapping paper, Santa hats, alcohol for parties, party hats, Christmas crackers, Christmas cards and Christmas decorations.*

In 2022, the Ministry purchased Christmas decorations, including lights, for \$39.30. No other party supplies were purchased in 2022.

In 2023, no party supplies or decorations were purchased.

Christmas Parties:

- 10) *Total expenditure breakdown on Christmas parties. Please also include in the breakdown any travel arrangement costs.*
- 11) *Please include this for last year, also.*

The below table summarises the costs for the Ministry's Christmas party for 2022 across the regions.

	Northern	Central	Southern	Total
Accommodation	\$525.00	Nil.	Nil.	\$525.00
Decorations	Nil.	\$39.30	Nil.	\$39.30
Catering	\$315.70	\$822.25	\$138.00	\$1275.95
Consultation with relevant stakeholders	Nil.	Nil.	Nil.	Nil.
Travel	\$907.00	No cost	\$442.62	\$1,349.62
Total	\$1,747.70	\$861.55	\$580.62	\$3,189.87

The below table summarises the costs for the Ministry’s Christmas lunch for 2023 across the regions. Please note that \$20.00 per head was allocated to four staff members across the Northern and Southern regions. The staff are based outside of the main centres and therefore were unable to attend Christmas lunches. All other costs were absorbed by individual staff members.

	Northern	Central	Southern	Total
Accommodation	Nil.	Nil.	Nil.	Nil.
Decorations	Nil.	Nil.	Nil.	Nil.
Catering	\$40.00	Nil.	\$40.00	\$80.00
Consultation with relevant stakeholders	N/A	N/A	N/A	N/A
Travel	\$357.67*	Nil.	Nil.	\$357.67*
Total	\$397.67	Nil.	\$40.00	\$437.67

*Staff member was in Auckland for external stakeholder meetings at the same time as the Christmas lunch.

Office Closure:

12) Duration of office closure during the Christmas period.

The Ministry office was closed 23 December 2023 and reopened 8 January 2024.


13) Please specify how many managers and senior executive staff are taking more hours/days out of office than is blanket across the Department/Ministry for the Christmas period.

As the date for taking more hours/days out of the office surrounding the ‘Christmas period’ is non-specific, providing exact numbers for managers and senior executive staff is not feasible for this request. Additionally, the Ministry will not provide specific details of who has undertaken annual leave during this period as this information is considered confidential to each individual staff member. If you require specific numbers for staff on leave, please advise us of what dates you require, and we will provide this information.

14) Does the Christmas office closure also affect contactors paid by the Department/Ministry? If not, how much are they being paid over the Christmas break in an hourly rate and how much is it expected to cost the Department/Ministry?

Contractors do not work over the office close down period.

You have the right to seek an investigation and review by the Ombudsman of our response to your request. Information about how to contact the Ombudsman’s office is available at: www.ombudsman.parliament.nz or freephone: 0800 802 602.



Please note, due to the public interest in our work, the Ministry may publish responses to requests for official information on our website, shortly after the response has been sent. If you have any queries about this, please feel free to contact our Ministerial Services team: ministerial@ethniccommunities.govt.nz.

Ngā mihi



Edward Firth
Director of Ministerial Services

Proactively Released by the Ministry for Ethnic Communities