

[26/01/2024]

File Ref: OIA 47959

[REDACTED]

Tēnā koe [REDACTED]

Official Information Act request

Thank you for your information request dated 7 December 2023. Your request has been considered in accordance with the Official Information Act 1982 (the Act). Your questions and my responses are as follows:

1. “End-of-Year Bonuses:

- *Total amount paid in end-of-year bonuses to the CEO this Christmas.*
- *Total amount paid in bonuses to staff employed by your organization this Christmas.*
- *Please also provide the same for Christmas 2022”.*

No end of year bonuses have been paid to staff or the Secretary in 2022 or 2023. 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. “Presents for Staff:

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

Te Puni Kōkiri does not provide Christmas Presents to staff. The 2022/23 koha expenditure through the year to staff will be released in the 2022/23 Annual review. However, information for 2021/22 can be found via the link below (Question 44).

https://www.parliament.nz/en/pb/sc/submissions-and-advice/document/53SCMA_EVI_130136_MA14392/te-puni-k%C5%8Dkiri-responses-to-written-questions-1-145

3. “Christmas Trees and lights:

- *Number of Christmas trees purchased and erected, and the cost of these purchases for this year.*

- *Please also include the cost for any Christmas lights for tree and any lights for buildings for this year.*
- *Please also include the cost of both for last year, too.*
- *Please highlight if the council had any left over from last year”.*

Te Puni Kōkiri does not specifically report and track expenditure on Christmas trees and lights. In order to answer this question we would need to search the ledger of multiple accounts and potentially check individual invoices. This would require a substantial amount of kaimahi time and resource to compile the information you have requested. As a result this part of your request is refused under Section 18(f) as the information requested cannot be made available without substantial collation or research.

4. “Christmas Party Supplies:

- *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*
 - *Christmas decorations”.*

Te Puni Kōkiri does not specifically report and track expenditure on Christmas party supplies. In order to answer this question we would need to search the ledger of multiple accounts and potentially check individual invoices. This would require a substantial amount of kaimahi time and resource to compile the information you have requested. As a result this part of your request is refused under Section 18(f) as the information requested cannot be made available without substantial collation or research.

The Te Puni Kōkiri Hospitality Policy states that alcohol can only be purchased when Te Puni Kōkiri hosts important guests and is subject to Te Tumu Whakarae mō Te Puni Kōkiri | Secretary for Māori Development approval. Te puni Kōkiri did not purchase alcohol for kaimahi Christmas parties in 2022 or 2023.

5. “Christmas Parties:

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

In 2022, 441 kaimahi were eligible for a \$25 per head Christmas party subsidy of which approximately 319 kaimahi received the subsidy. Te Puni Kōkiri does not specifically report and track individual Christmas party expenditure. In order to answer this question we would need to search the ledger of multiple accounts and potentially check individual invoices. This would incur significant kaimahi time and resource and as a result this part of your request is refused under Section 18(f) as the information requested cannot be made available without substantial collation or research.

We note that in 2023, Te Puni Kōkiri decided not to subsidise a kaimahi Christmas party.

6. “Office Closure:

- *Duration of office closure during the Christmas period.*
- *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.*
- *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”?*

Te Puni Kōkiri offices are closed from 23 December 2023 - 2 January 2024. This closure applies to kaimahi and contractors who will not work during this period. Contractors are not paid when they are not working and therefore the closure has no additional contractor cost to the Ministry. We cannot specify how many managers and senior executive staff are taking more hours/days out of office, as this would take a significant amount of time to collate. Due to the substantial amount of work that would be required to research and collate the information you have requested, this part of your request is refused under Section 18(f) as the information requested cannot be made available without substantial collation or research.

With regard to questions numbered 3 to 6 we considered whether consulting with you, charging or extending the timeframe for responding to your request would help, as required by sections 18A and 18B of the Act. However, in this instance, we believe that answering these questions would impact on our ability to carry out our other operations and these options were not considered viable.

I trust my response satisfies your request.

You have the right to seek an investigation and review by the Ombudsman of this response. Information about how to make a complaint is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

Please note that Te Puni Kōkiri publishes some of its OIA responses on its website, after the response is sent to the requester. The responses published are those that are considered to have a high level of public interest. We will not publish your name, address or contact details.

If you wish to discuss any aspect of your request with us, including this decision, please feel free to contact us at uia@tpk.govt.nz.

Ngā mihi



Terina Cowan
Hautū, Te Puni Whakahaere Tikanga | Deputy Secretary, Strategy, Finance and Performance