

22 December 2022

s9(2)(a)

Mālō e lelei s9(2)(a)

## RESPONSE TO AN OFFICIAL INFORMATION ACT REQUEST

On 29 November 2022, you contacted the Ministry for Pacific Peoples (the Ministry) requesting under the Official Information Act 1982 (OIA), information relating to staff Christmas parties. I have outlined your specific requests and my responses to each below.

1. *The total budget for your department's Christmas party/parties for 2022 and 2021. Please separate costs for each year.*

For 2022 Christmas functions, the Ministry will contribute up to \$25 per employee. Any cost in excess of \$25 will be met by individual employees.

The Ministry currently has 141 employees on payroll, so the total maximum contribution for 2022 Christmas functions is \$3,525.

Individual teams within the Ministry are arranging their own 2022 Christmas functions. We have not received all the reimbursement claims and invoices yet, so detailed breakdowns of costs are not yet available.

In 2021, the Ministry contributed a total amount of \$3,339.22 towards Christmas functions for teams within the Ministry. I have appended to this letter a table outlining the breakdown of location and total costs for each team's Christmas party (refer **Appendix A**).

2. *The number of parties that were or will be held in each year.*
3. *The number of staff who attended (or are expected to attend) each year's party/parties.*
4. *The location of the venue/s for each year.*

In 2021, a total number of seven Christmas parties were held, with a total of 73 staff in attendance. The location of each Christmas party is listed below.

- Dilingers, Wellington
- Szimpla, Auckland
- Monsoon Poon, Wellington
- Buster Crabb, Invercargill
- Riddiford Hotel, Lower Hutt
- Smokey T's, Christchurch
- The Lanes, Wellington

In 2022, individual teams within the Ministry are arranging their own 2022 Christmas functions. There are a number of Christmas parties left to be held in 2022. The overall number of staff that will attend the remainder parties will vary.

The location of each Christmas party that has occurred and been confirmed are listed below:

- Bethel Woods, Wellington
- Fantasy Korean BBQ, Auckland
- Grand Century, Wellington
- Ministry for Pacific Peoples National Office, Wellington

5. *A breakdown of the costs by expense type for each year's party/parties, including (where applicable) but not limited to the following:*
  - *Accommodation*
  - *Catering (e.g., beverages, crockery, food, glassware)*
  - *Consultation with relevant stakeholders*
  - *Decorations (e.g., Christmas tree, lights)*
  - *Entertainment (e.g., guest speaker/s, live music)*
  - *Planning*
  - *Travel to and from the venue (e.g., bus hire, flights)*
  - *Venue*

A breakdown of the costs by expense type for staff Christmas parties in 2021 is outlined in **Appendix B**.

As previously stated, individual teams within the Ministry are arranging their own 2022 Christmas functions. We have not received all the reimbursement claims and invoices yet, so detailed breakdowns of costs are not yet available.

In line with standard OIA practice, the Ministry proactively publishes some of its responses to OIA requests. As such, this letter may be published on the Ministry for Pacific Peoples' website. Your personal details will be removed, and the Ministry will not publish any information that would identify you or your organisation.

Should you wish to discuss this response with us, please feel free to contact the Ministry at: [uia\\_requests@mpp.govt.nz](mailto:uia_requests@mpp.govt.nz).

If you are dissatisfied with this response, you have the right, under section 28(3) of the OIA, to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Mālō 'aupito

A handwritten signature in blue ink, appearing to read 'Leatigaga Jason Tualima', is positioned above the typed name.

Leatigaga Jason Tualima  
**Deputy Secretary,**  
**Corporate Services**

**APPENDIX A: Ministry for Pacific Peoples' Christmas parties in 2021, broken down by location and cost.**

Team	Date	Where	Catering	Entertainment	Total	Attendees
A	15/12/21	Dillingers, Wellington	203.22	0.00	203.22	5
B	20/12/21	Szimpla, Auckland	180.00	0.00	180.00	6
C	17/12/21	Monsoon Poon, Wellington	1,661.74	0.00	1,661.74	34
D	22/12/21	Buster Crabb, Invercargill	71.65	0.00	71.65	2
E	22/12/21	Riddiford Hotel, Lower Hutt	217.39	0.00	217.39	7
F	22/12/21	Smokey Ts, Christchurch	170.43	0.00	170.43	5
G	22/12/21	The Lanes, Wellington	0.00	834.79	834.79	14
			<b>2,504.43</b>	<b>834.79</b>	<b>3,339.22</b>	<b>73</b>

**Note:**

For identification purposes on this table, each team has been assigned an alphabetical letter.

RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

**APPENDIX B: Ministry for Pacific Peoples' Christmas parties in 2021, broken down by cost and expense type.**

Team	Date	Where	Accommodation	Catering	Consultation	Decorations	Entertainment	Planning	Venue	Total	Attendees
A	15/12/21	Dillingers, Wellington	0.00	203.22	0.00	0.00	0.00	0.00	0.00	203.22	5
B	20/12/21	Szimpla, Auckland	0.00	180.00	0.00	0.00	0.00	0.00	0.00	180.00	6
C	17/12/21	Monsoon Poon, Wellington	0.00	1,661.74	0.00	0.00	0.00	0.00	0.00	1,661.74	34
D	22/12/21	Buster Crabb, Invercargill	0.00	71.65	0.00	0.00	0.00	0.00	0.00	71.65	2
E	22/12/21	Riddiford Hotel, Lower Hutt	0.00	217.39	0.00	0.00	0.00	0.00	0.00	217.39	7
F	22/12/21	Smokey Ts, Christchurch	0.00	170.43	0.00	0.00	0.00	0.00	0.00	170.43	5
G	22/12/21	The Lanes, Wellington	0.00	0.00	0.00	0.00	834.79	0.00	0.00	834.79	14
			<b>0.00</b>	<b>2,504.43</b>	<b>0.00</b>	<b>0.00</b>	<b>834.79</b>	<b>0.00</b>	<b>0.00</b>	<b>3,339.22</b>	<b>73</b>

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