



Te Kawa Mataaho

Public Service Commission

26 January 2024

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Official Information Request Our Ref: OIA 2023-0298

I refer to your official information request received on 7 December 2023 where you asked for:

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.

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.

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.

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

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?

Our Response

For ease of reference, I have listed your question headings with our response directly below.

End-of-Year Bonuses

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.

No bonuses were paid to Te Kawa Mataaho Public Service Commission (the Commission) staff in 2022 and 2023.

Presents for Staff:

The Commission does not purchase Christmas presents for employees.

Christmas Trees and lights

The Commission purchased one Christmas tree in both 2022 and 2023 which cost \$234.78 per year. The Commission did not purchase Christmas lights for the trees in 2022 or 2023.

Christmas Parties Supplies

In 2022, the only cost associated with the Commission Christmas party was catering \$2,162.13. The Commission Christmas party in 2023 was personally funded by the Commission's Leadership team.

Office Closure

The Commission's office closure period was from Saturday, 23 December 2023 – Sunday, 7 January 2024. The Commission had 36 staff at Manager level or above who took additional leave between the period of 15 December 2023 – 15 January 2024. There were no contractors working over the Christmas closure period for the Commission.

If you wish to discuss this decision with us, please feel free to contact Ministerial.Services@publicservice.govt.nz.

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

Please note that we intend to publish this letter (with your personal details removed) on the Te Kawa Mataaho Public Service Commission's website.

Yours sincerely



Nicky Dirks

**Manager – Ministerial and Executive Services
Te Kawa Mataaho Public Service Commission**