

19 January 2024

File Ref: OIAPR-1274023063-24660

Tēnā koe [REDACTED]

Request for information 2023-300

I refer to your request for information dated 6 December 2023, which was received by Greater Wellington Regional Council (Greater Wellington) on 6 December. You have requested the following:

“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 Parade:

- *Total expenditure breakdown on any Christmas parade hosted or funded by the Council this year. This should also include road closure impact assessments where possible.*
- *Please include a cost breakdown for any Christmas parade last year.*

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.*

Hiring Santa:

- *Breakdown of costs associated with hiring a Santa, if applicable.*
- *Please also provide this information for last year, too.*

Christmas Market:

- *Breakdown of costs associated with running/hosting/sponsoring a Christmas market, if applicable.*
- *Please provide this information for last year, too.*

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*

Christmas Parties:

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

Office Closure:

- *Duration of office closure during the Christmas period for the council generally.*
- *Please specify how many managers and senior executive staff are taking more hours/days out of office than is blanket across the council for the Christmas period.*
- *Does the Christmas office closure also affect contactors paid by the council? If not, how much are they being paid over the Christmas break in an hourly rate?*

Fines:

- *Does the council have any plans to increase fines for parking offences or any other offences during the Christmas period?*
- *If so, which fines are increasing, why and what revenue is expected to be raised?"*

Greater Wellington's response follows:

End-of-Year Bonuses:

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

Not applicable. Greater Wellington does not pay bonuses to the Chief Executive.

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

Only one employee still receives an annual bonus due to a grand-parented employment condition. This totalled \$3,436 in 2023.

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

As above just one employee receives an annual bonus. This totalled \$3,177 in 2022.

Presents for Staff:

- *Total expenditure on presents for staff including but not limited to 'secret Santa' etc.*

There is no expenditure on Christmas presents for staff.

- *Please include this cost for last year also.*

There is no expenditure on Christmas presents for staff.

Christmas Parade:

- *Total expenditure breakdown on any Christmas parade hosted or funded by the Council this year. This should also include road closure impact assessments where possible.*

Greater Wellington does not fund Christmas parades.

- *Please include a cost breakdown for any Christmas parade last year.*

Greater Wellington does not fund Christmas parades.

Christmas Trees and lights:

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

Greater Wellington does not purchase the Christmas trees; we hire them instead. The cost for 2023 is \$4,129.08 inclusive of GST.

- *Please also include the cost for any Christmas lights for tree and any lights for buildings for this year.*

We do not have any specific cost for lights, as these costs are included in the Christmas tree hire.

- *Please also include the cost of both for last year, too.*

The cost for 2022 was \$2,160 inclusive of GST.

- *Please highlight if the council had any left over from last year.*

We do not have any left over as we hire the decorations every year.

Hiring Santa:

- *Breakdown of costs associated with hiring a Santa, if applicable.*
Not applicable as Greater Wellington does not hire Santas.
- *Please also provide this information for last year, too.*
Not applicable as Greater Wellington does not hire Santas.

Christmas Market:

- *Breakdown of costs associated with running/hosting/sponsoring a Christmas market, if applicable.*
Not applicable as Greater Wellington is not involved with Christmas markets.
- *Please provide this information for last year, too.*
Not applicable as Greater Wellington is not involved with Christmas markets.

Christmas Party Supplies:

- *Please breakdown the amount spent on the following for the years 2022 and 2023:*
 - Wrapping paper – None
 - Santa hats – None
 - Alcohol for parties:
 - \$4,919.50 incl GST for 2022 (this is alcoholic beverages only)
 - \$7,767.81 for 2023 incl GST (this also includes non-alcoholic beverage – we are not able to provide the expenditure on alcoholic beverages only due to the information provided by our supplier)
 - Party hats - None
 - Christmas crackers – No Christmas crackers for 2023, \$200 for 2022
 - Christmas cards – No Christmas cards
 - Christmas decorations - \$1,938.24 for 2023, \$3,720 for 2022

Christmas Parties:

Greater Wellington's only expense for "Christmas parties" relates to the whole organisation end of year function. This event is Mauri Tū, Mauri Ora – Great Work Awards. This function has a dual purpose: recognising outstanding staff achievements and contributions, and celebrating the end of the year. Greater Wellington does not contribute any funding for other end of year celebrations.

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

Activity/Year	2022	2023
Venue hire	\$13,402.43	\$13,101.38
Food	\$29,210.00	\$19,320.00
Alcoholic drinks	\$4,919.50	\$7,761.81*
Non-alcoholic drinks	\$2,063.00	
Transport	\$1,648.81	\$3,870.33
Total	\$53,265.74	\$44,053.52

*due to the information provided by our supplier, non-alcoholic and alcoholic drinks are reported together
All amounts are GST inclusive.

Office Closure:

- *Duration of office closure during the Christmas period for the council generally.*

Our offices are closed between Christmas and New Years' annually. For the majority of staff, three days of annual leave must be taken (being the non-statutory days during the closure). This does not apply to a number of employees who work in our parks, Contact Centre, the Harbours team and anyone who is rostered on one of our response rosters.

- *Please specify how many managers and senior executive staff are taking more hours/days out of office than is blanket across the council for the Christmas period.*

119 people leaders are taking leave additional to the mandatory three days as outlined in the above section.

- *Does the Christmas office closure also affect contactors paid by the council? If not, how much are they being paid over the Christmas break in an hourly rate?*

Yes. Contractors do not work, and are not paid, over the close down period.

Fines:

- *Does the council have any plans to increase fines for parking offences or any other offences during the Christmas period?*

No.

- *If so, which fines are increasing, why and what revenue is expected to be raised?*

Not applicable.

If you have any concerns with the decision(s) referred to in this letter, you have the right to request an investigation and review by the Ombudsman under section 27(3) of the Local Government Official Information and Meetings Act 1987.

Please note that it is our policy to proactively release our responses to official information requests where possible. Our response to your request will be published shortly on Greater Wellington's website with your personal information removed.

Nāku iti noa, nā



Donna Hickey
Kaiwhakahaere Matua Whakamāhorahora | Group Manager People & Customer