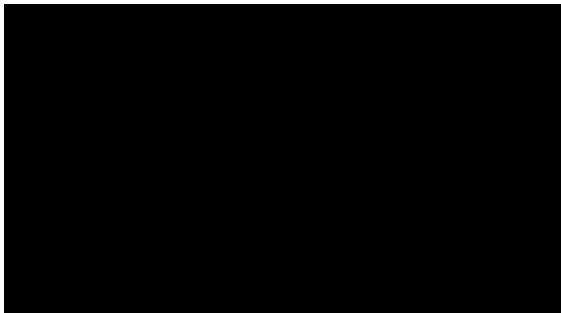


16 January 2023



**Official Information Act #22.086 - Staff Christmas parties**

1. We refer to your Official Information Act 1982 (OIA) request received on 29 November 2022 for the following information about Commerce Commission (Commission) staff Christmas parties:
  - 1.1 the total budget for the Commission's Christmas party/parties for 2021 and 2022, separated for each year;
  - 1.2 the number of parties that were or will be held in each year;
  - 1.3 the number of staff who attended (or are expected to attend) each year's party/parties;
  - 1.4 the location of the venue/s for each year;
  - 1.5 a breakdown of the costs by expense type for each year's party/parties, including (where applicable) but not limited to the following:
    - 1.5.1 Accommodation
    - 1.5.2 Catering (e.g., beverages, crockery, food, glassware)
    - 1.5.3 Consultation with relevant stakeholders
    - 1.5.4 Decorations (e.g., Christmas tree, lights)
    - 1.5.5 Entertainment (e.g., guest speaker/s, live music)
    - 1.5.6 Planning

1.5.7 Travel to and from the venue (e.g., bus hire, flights)

1.5.8 Venue.

### **Our response**

2. We have decided to grant your request.
3. The Commission holds end of year functions by office location (Wellington and Auckland) to minimise travel and accommodation costs.
4. We note that the Commission does not pay for (or otherwise provide) alcohol for end of year functions. At some functions, staff have the option to bring or purchase alcohol at their own expense, as indicated below.

### **2021**

#### *Wellington*

5. The Commission did not hold an end of year function for the Wellington office in 2021, in line with the COVID-19 protection framework at the time, based on the total number of Wellington staff.
6. Wellington staff were encouraged to take an afternoon to join with their teams and celebrate the end of year in a way that was safe for them and complied with the framework. There was no expense to the Commission.

#### *Auckland*

7. The Auckland office 2021 end of year function was held at our office in Auckland. 73 staff members were expected to attend. We do not hold information about the number of staff who did attend.

7.1 The budget for the function was \$25 per person and total cost to the Commission was \$1,866.30 for catering.<sup>1</sup>

#### *Other*

8. While not Christmas parties, we have included information about other end of year events for transparency and completeness.
9. The Strategy, Governance and Engagement branch held an end of year morning tea in both the Wellington and Auckland offices (attended by staff based in those locations). 29 staff were expected to attend. We do not hold information about the number of staff who did attend.

9.1 The total cost to the Commission was \$150.34 for catering.

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<sup>1</sup> Non-alcoholic beverages were provided, staff were able to bring alcoholic beverages at their own expense.

10. The Competition branch held an end of year afternoon tea in both the Wellington office and the Auckland Domain (attended by staff based in those locations). 55 staff were expected to attend. We do not hold information about the number of staff who did attend.

10.1 The total cost to the Commission was \$200 for catering.

## 2022

### *Wellington*

11. The Wellington office 2022 end of year function was held at the Victoria Bowling Club. 165 staff members were expected to attend. We do not hold information about the number of staff who did attend.

11.1 The budget for the function was \$25 per person and total cost to the Commission was \$4,125 broken down as follows:

11.1.1 Catering: \$2,640<sup>2</sup>

11.1.2 Venue: \$1,485

### *Auckland*

12. The Auckland office 2022 end of year function was held at our office in Auckland. 111 staff were expected to attend. We do not hold information about the number of staff who did attend.

12.1 The budget for the function was \$25 per person and total cost to the Commission was \$2,494.52, broken down as follows:

12.1.1 Catering: \$2,255.04<sup>3</sup>

12.1.2 Entertainment: \$239.48

### *Other*

13. The Strategy, Governance and Engagement branch held an end of year morning tea in the Wellington office.<sup>4</sup> 30 staff were expected to attend. We do not hold information about the number of staff who did attend.

13.1 The total cost to the Commission was \$139.01 for catering.

<sup>2</sup> Non-alcoholic beverages were provided, staff were able to purchase alcoholic beverages from the Bowling Club at their own expense.

<sup>3</sup> Non-alcoholic beverages were provided, staff were able to bring alcoholic beverages at their own expense.

<sup>4</sup> Auckland based branch members were in Wellington for a workshop/training.

14. The Organisational Performance and Fair Trading branches held a joint end of year morning tea in the Wellington office. 74 staff were expected to attend. We do not hold information about the number of staff who did attend.

14.1 The total cost to the Commission was \$271.81 for catering.

15. The Legal Services branch held an end of year morning tea in both the Wellington and Auckland offices (attended by staff based in those locations). 29 staff attended.

15.1 The total cost to the Commission was \$126.50 for catering.

16. The Infrastructure Regulation branch held an end of year afternoon tea in both the Wellington and Auckland offices (attended by staff based in those locations). 60 staff attended.

16.1 The total cost to the Commission was \$360 for catering.

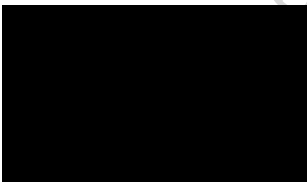
17. The Competition branch held an end of year afternoon tea in both the Wellington office and the Auckland Domain (attended by staff based in those locations). 48 staff were expected to attend. We do not hold information about the number of staff who did attend.

17.1 The total cost to the Commission was \$200 for catering.

#### Further information

18. Please note the Commission will be publishing this response to your request in the OIA register on our website.<sup>5</sup> Your personal details will be redacted from the published response.
19. Please do not hesitate to contact us at [oia@comcom.govt.nz](mailto:oia@comcom.govt.nz) if you have any questions about this response.

Yours sincerely



OIA and Information Coordinator

<sup>5</sup> <https://comcom.govt.nz/about-us/requesting-official-information/oia-register>