



16 December 2022

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Ref: OIA-2022/23-0362

Dear █

Official Information Act request for amount spent on catering and koha during 2022

Thank you for your Official Information Act 1982 (the Act) request received on 24 November 2022. You requested:

“We request the following information:

- How much has DPMC spent on catering in 2022? Please provide total amount, a breakdown of the number of catered events/meetings this relates to, and what event/meeting/occasion the catering was for.*
- How much has DPMC spent on koha in 2022? Please provide total amount, a breakdown of the number of koha this relates to, and what event/meeting/occasion the koha was for.”*

This response is on behalf of the Department of the Prime Minister and Cabinet (DPMC), including the National Emergency Management Agency (NEMA), a Departmental agency hosted by DPMC. We have interpreted your question as relating to the 2021/22 financial year, which correlates to our reporting cycle. The 2021/22 financial year runs from 1 July 2021 to 30 June 2022.

Both DPMC and NEMA’s Hospitality, Koha, Gifts and Entertainment policies provide guidelines to budget holders on acceptable levels of expenditure on catering, and information around koha.

Catering

DPMC catering costs during the 2021/22 financial year were \$47,211 and NEMA’s catering costs were \$56,630. Our financial system does not record the number nor the purpose of the events, therefore I am refusing this part of your request under section 18(g)(i) of the Act, as the information requested is not held by a Minister of the Crown, public service agency or organisation subject to the Act.

Koha

DPMC did not give any koha during the 2021/22 financial year. NEMA provided koha on three different occasions as listed overleaf.

Date	Organisation	Event	Value
22 April 2022	Te Kotahi o Te Tauihu Charitable Trust	Commissioning of emergency management disaster resilience containers at Waikawa Marae	\$200
22/04/2022	Te Kotahi o Te Tauihu Charitable Trust	Commissioning of emergency management disaster resilience containers at Hauhanga Marae	\$200
02/05/2022	Te Kotahi o Te Tauihu Charitable Trust	Te Toi Whakaruruhau o Aotearoa EQC Maori Disaster Risk Reduction Hui held at Onuku Marae	\$90

You have the right to ask the Ombudsman to investigate and review my decision under section 28(3) of the Act.

This response may be published on the Department of the Prime Minister and Cabinet's website during our regular publication cycle. Typically, information is released monthly, or as otherwise determined. Your personal information including name and contact details will be removed for publication.

Yours sincerely



Clare Ward
Executive Director,
Strategy, Governance and Engagement