



25 January 2023

Oliver Bryan



Dear Oliver

**Request for Information – Local Government Official Information and Meetings Act 1987**

We refer to your official information request dated 7 December 2023 for information regarding the following:

- End-of-year staff bonuses from years 2022 and 2023
- Christmas festivity and regalia costs from years 2022 and 2023
- Office Christmas closure dates
- Senior staff holiday leave
- Contractors pay affected over the Christmas period.
- Intended fine increases for offences over the Christmas period.

Answer:

**End-of-Year Bonuses:**

- No (\$0) end-of-year bonuses were paid to the CEO this Christmas.
- No (\$0) bonuses were paid to staff employed by Hutt City Council this Christmas.
- No (\$0) bonuses were paid to staff or the CEO of Hutt City Council for Christmas 2022.

**Presents for Staff:**

- Total expenditure on presents only – ‘secret santa’ was only something that was personally funded where teams have opted to do this.



- Gift only expenditure: 2023 - \$5,103 | 2022 - \$6,283

**Christmas Parade:**

2023 Christmas Parade support

Stokes Valley	\$2,931 + GST	Traffic management New Zealand (TMNZ)	Funding towards the traffic management plan
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\*\$3,500 + GST funding was paid for the Petone Christmas parade however this was returned to council due to the event cancellation, less \$600 administrative costs

2022 Christmas Parade support

Stokes Valley	\$2,801 + GST	Traffic management New Zealand (TMNZ)	Funding towards the traffic management plan
Petone	\$5,000 + GST	Jackson St Program	Contribution towards traffic management costs

**Christmas Trees and lights:**

- No Christmas trees were purchased and erected, therefore, no cost (\$) for this year.
- No cost (\$) for any Christmas lights for tree and any lights for buildings for this year.
- No (\$0) cost of both for last year, too.
- Not applicable - Please highlight if the council had any left over from last year.

**Hiring Santa:**

- Not applicable in both 2022 and 2023.

**Christmas Market:**

- Not applicable in 2022 and 2022. No Christmas markets or events were promoted.

**Christmas Party Supplies:**

- Not applicable/no (\$0) amount was spent on Christmas regalia for the years 2022 and 2023 inclusive of the following:
  - Wrapping paper
  - Santa hats
  - Alcohol for parties
  - Party hats

- Christmas crackers
- Christmas cards
- Christmas decorations

**Christmas Parties:**

- Not applicable/no (\$0) was spent on Council Christmas parties in 2022 and 2023. There were no (\$0) travel arrangement costs in 2022 and 2023.

**Office Closure:**

- Duration of office closure during the Christmas period: For 2023/24 HCC closedown was from Sunday 24 December 2023, up to and including Tuesday 2 January 2024. Note – this does not apply to staff who work front of house in our facilities that remain open (pools, museums and x3 hubs/libraries), or essential services e.g., animal control.
- Staff at all levels are encouraged to take additional leave over this period. To respond to this question, we will require clarification ie, are we talking tier 2 and 3 leaders, and would 'blanket' mean those taking more than just the days covered by the closedown?
- Yes, the closedown also applied to contractors.

**Fines:**

- No, the council have no plans to increase fines for parking offences or any other offences during the Christmas period.

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](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Please note that this response to your information request may be published on Hutt City Council's website. Please refer to the following link: [www.huttcity.govt.nz/council/contactus/make-an-official-information-act-request/proactive-releases](http://www.huttcity.govt.nz/council/contactus/make-an-official-information-act-request/proactive-releases)

Yours sincerely

Lucy Hodgins

Legal Administration Support