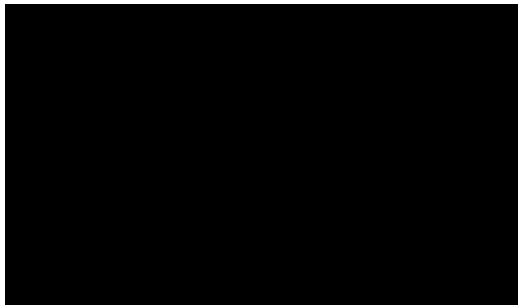


Our Ref: OIA 22-75
Date: 12 January 2023



Re: OIA Request: Staff Christmas Parties

I refer to your email dated 29 November 2022 to the Education Review Office requesting information under the Official Information Act 1982 as follows:

1. *The total budget for your department's Christmas party/parties for 2022 and 2021. Please separate costs for each year.*
2. *The number of parties that were or will be held in each year.*
3. *The number of staff who attended (or are expected to attend) each year's party/parties.*
4. *The location of the venue/s for each year.*
5. *A breakdown of the costs by expense type for each year's party/parties, including (where applicable) but not limited to the following:*
 - *Accommodation*
 - *Catering (e.g., beverages, crockery, food, glassware)*
 - *Consultation with relevant stakeholders*
 - *Decorations (e.g., Christmas tree, lights)*
 - *Entertainment (e.g., guest speaker/s, live music)*
 - *Planning*
 - *Travel to and from the venue (e.g., bus hire, flights)*
 - *Venue*

Regarding point 1 of your request, the budget for Christmas events in ERO, for individual teams, is \$25.00 per staff member, and one event per team.

ERO currently has 225 employees therefore the combined maximum budget for team Christmas parties which includes ERO's five regional offices is \$5625.

ERO's National Office also arranges an organisation wide Christmas event for staff and children with a budget of less than \$400

Regarding point 2, one Christmas event is held for all National Office staff, and separately by each of the five regional offices each year. Also refer to my response to point 4 below.

Regarding point 3, not all employees attend these events and the actual spending is often considerably lower. The budget allocation is for food only.

Regarding point 4, the National Office has several teams, and each team holds the event within the office or externally. The five regional office's events are held externally or within the regional office.

Regarding point 5, ERO does not collect this information. I am therefore denying this part of your request under section 18(e) of the Official Information Act as the information does not exist.

You have a right, by way of complaint under [section 28\(3\)](#) to an Ombudsman, to seek an investigation and review of the refusal on point 5 of your request.

Ngā mihi

A handwritten signature in blue ink, appearing to read 'J. France', with a large, stylized initial 'J'.

Jeremy France
Deputy Chief Executive Corporate Services
Education Review Office | Te Tari Arotake Mātauranga
National Office | Tari Matua