


22 December 2022



Tēnā koe 

Thank you for your Official Information Act 1982 (OIA) request to the Department of Conservation (the Department), received on 24 November 2022, in which you asked for:

*How much has DOC 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 DOC 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.*

As you have requested financial information, we have interpreted your request to mean the 2021/2022 financial year (1 July 2021 to 30 June 2022).

Every year, government agencies respond to questions posed by their respective Parliamentary Select Committees on their performance over the previous financial year (1 July and ends on 30 June).

Known as the 'Annual Review', the Department's response to the Environment Committee's questions is available on Parliament's website at the following link:

[https://www.parliament.nz/en/pb/sc/business-before-committees/document/FINS\\_129941/202122-annual-review-of-the-department-of-conservation#RelatedAnchor](https://www.parliament.nz/en/pb/sc/business-before-committees/document/FINS_129941/202122-annual-review-of-the-department-of-conservation#RelatedAnchor).

As you will see in the following link, information relating to expenditure on catering and koha from the 2021/2022 financial year have been included.

Your questions and our responses are listed below:

1. *How much has DOC 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.*

The Department spent \$0.391 million on catering in the 2021/2022 financial year. Catering includes food provided at staff training, meetings, conferences, events, volunteer functions, working meetings, and staff functions.

Our systems do not record the number of catered occasions, and the details surrounding what the event/meeting the catering was for. With reference to section 18(e) of the OIA, we are unable to locate, despite reasonable efforts to, an accurate breakdown of the number of catered events/meetings, and the details surrounding what the events/meetings catering was provided for.

Please note that the Department has a 'Standard Operating Procedure for Discretionary Expenditure' that requires consideration of whether the expenditure supports the goals of the Department, is justifiable to a taxpayer, stakeholder, or other interested party.

2. *How much has DOC 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.*

Koha was provided during the 2021/2022 financial year on various occasions, including: tangi, speakers, presenters, ceremony attendance, blessings, and hosting.

Please find below a table with the details of koha gifted during the 2021/2022 financial year:

Koha range (\$)	Number of payments	Total Amount (\$)	Average (\$)
200	109	14,540	133
201 - 300	41	11,200	273
301 - 500	21	8,607	410
501 - 800	8	5,023	628
801 - 1000	2	2,000	1,000
>1000	0	0	0
<b>Total</b>	<b>181</b>	<b>41,371</b>	<b>229</b>



Our systems do not record what events/meetings the koha was for. With reference to section 18(e) of the OIA, we are unable to locate, despite reasonable efforts to, an accurate breakdown of what events/meetings the koha was for.

Please note that this letter (with your personal details removed) and enclosed documents may be published on the Department's website.

If you wish to discuss this response with the Department, please contact Government Services via the following email address: [governmentservices@doc.govt.nz](mailto:governmentservices@doc.govt.nz).

Nāku noa, nā



Kevin Martin  
Chief Financial Officer  
Department of Conservation  
*Te Papa Atawhai*