



Ref: [REDACTED]

Civic House, 110 Trafalgar Street
PO Box 645, Nelson 7040, New Zealand

9 May 2024

P (03) 546 0200
E LGOIMA@ncc.govt.nz
nelson.govt.nz

Dear [REDACTED]

OFFICIAL INFORMATION REQUEST FOR LONG TERM PLAN CATERING INFORMATION

I refer to your official information request dated 7 May 2024:

1. How much has your council budgeted for refreshments/food for elected members during your public hearings into your 2024-34 long term plan?
2. If your council also feeds staff members meals during this time, how many staff members approximately?
3. A copy of the menu/list of what food will be/has been provided, and on which day.
4. An explanation of how kai choices were made (e.g. if health was taken into consideration and if councillors had a say in what made it onto the menu) and if the company preparing the food is owned by people who live in your district or city

The information you requested is enclosed below.

1. Council budgets \$25 per head for meeting catering, where the provision of a meal is allowed for under Council's policy. Nelson City Council currently has 13 elected members and there are three days of hearings for the Long Term Plan.
2. For the 2024 Long Term Plan hearings, 11 staff members have been catered for additionally to the elected members.
3. On the first day of the hearings (8 May 2024), lunch consisted of a buddha bowl, mini muffin and piece of fruit. At the time of writing, the catering for the 9 and 10 May is yet to be provided – Council has a good working relationship with local caterers and often leaves them to provide variety in their meals within the guidance set.
4. Guidance on kai to caterers includes price per head, provision for any dietary requirements advised by those being catered for, and an emphasis on fresh healthy foods. Lunch boxes are individually packed to maintain the health standards affirmed during the COVID-19 response. Feedback and preferences expressed by members are provided to caterers for any ensuing bookings. All caterers used are local.

Internal Document ID:

You have the right to seek an investigation and review by the Ombudsman of this response. Information about how to make a complaint is available at www.ombudsman.parliament.nz or Freephone 0800 802 602.

If you wish to discuss this decision with us, please feel free to contact LGOIMA@ncc.govt.nz.

Yours sincerely

A handwritten signature in black ink, appearing to be 'DN' or 'DS' with a stylized flourish.

Devorah Nícuarta-Smith

Manager Governance and Support Services