

23 March 2026



Our ref: OIA 2526-0920

s9(2)(a)

Tēnā koe s9(2)(a)

Response to your Official Information Act request

Thank you for your email of 26 February 2026 to the Ministry for Ethnic Communities (the Ministry) requesting the following information under the Official Information Act 1982 (the Act):

"Under the Official Information Act 1982, I request the following information in relation to all properties occupied, owned, or leased by your organisation, where cleaning, security, and/or catering services are provided.

For each such property, please provide:

- 1. The physical address of the property and the total leased or occupied floor area (in square metres).*
- 2. Where cleaning services, security services (including guarding or concierge services), or catering services are delivered by an external contractor:*
 - a. the name of the contract provider;*
 - b. the contract start and expiry dates; and*
 - c. the total NZD value of the contract and the period to which that value relates (e.g. annual or total contract value)*
 - d. the headcount of staff assigned to perform the work*.*
- 3. Where cleaning services, security services, or catering services are delivered by staff directly employed by the agency, the headcount of staff* and their employment arrangement (e.g. permanent, fixed term, casual).*

** Where staff headcount cannot be provided at a property level, please provide the total headcount for those services across the organisation (where possible)."*

The Ministry is a departmental agency hosted by the Department of Internal Affairs (the Department). In response to your request, the Ministry has three office locations. Details of these locations, including cleaning, security and catering arrangements are provided in the table below.

Proactively released by the Ministry for Ethnic Communities

Location	Total Square meterage	Comments on Square meterage	Cleaning/Security/catering arrangements
12-16 Nicholls Lane, Auckland	Unknown	The Ministry shares office space with the Department who are unable to specify the meterage allocated to the Ministry due to shared spaces and meeting rooms.	Cleaning, security and catering services is managed by the Department.
155 The Terrace, Wellington	Unknown	The Ministry has a licence to occupy part of a floor from Land Information New Zealand at this location. The square meterage cannot be specified as the licenced area includes shared areas, meeting rooms and building common areas.	The licence fee includes the cost of provision of utilities and services which includes cleaning, security and catering. However, these are not itemised, and the Ministry is not privy to this information.
76 Victoria Street, Christchurch	156.87	The Ministry is the sole occupant, however, the lease is held by the Department.	Cleaning, security and catering services is managed by the Department.

Under section 28 of the OIA, you have the right to seek an investigation and review by the Office of the Ombudsman of my response relating to this request. The relevant details can be found on their website at: www.ombudsman.parliament.nz.

Please note, due to the public interest in our work, the Ministry may publish responses to requests for official information on our website, shortly after the response has been sent. If you have any queries about this, please feel free to contact our Ministerial Services team:

Ministerial@ethniccommunities.govt.nz.

Ngā mihi



Edward Firth
Director of Ministerial Services