

18 October 2022

9(2)(a)

Tēnā koe 9(2)(a)

## OFFICIAL INFORMATION ACT REQUEST

I refer to your official information request of 28 September 2022 for:

- 1. Who are the cleaning and security contract providers currently delivering these services? (please list these by property address and lease area)*
- 2. What are the expiration dates for each of the contracts?*
- 3. Are the contractors required to pay the staff employed to perform the contracted work at least the Living Wage?*
- 4. Which of the contracts do not have a rate that is equivalent to the Living Wage rate as a minimum pay requirement?*
- 5. What instruction or advice, if any, has been given to contractors whose contracts extend beyond September 1, about implementing the NZ Living Wage rate on September 1 2023*

*And generally, if catering and/or kitchen staff are directly or indirectly employed by your agency, does the minimum rate of a living wage rate apply to them also?*

The Ministry for Women's current cleaning provider is Property Care Solutions. The Ministry's office is located at 22 The Terrace in Wellington and is 518m<sup>2</sup>.

The agreement between the Ministry and Property Care Solutions was signed on 1 October 2020 and is ongoing on a month-to-month basis, unless and until one party gives notice that the contract is to terminate.

The Ministry's agreement with Property Care Solutions has a requirement for staff employed to undertake the contracted work to be paid the Living Wage. This annual increase is passed on to the Ministry via an annual pricing variation.

The Ministry does not employ any catering staff directly or indirectly.

Please note that this response, with your personal details redacted, may be published on the Ministry's website. If you have any concerns or comments related to this, please let us know by emailing [ministerialservicing@women.govt.nz](mailto:ministerialservicing@women.govt.nz), within two weeks of the date of this letter.

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.

Nāku noa, nā

A handwritten signature in black ink, appearing to read 'Kellie Coombes', written in a cursive style.

**Kellie Coombes**  
Secretary for Women