



14 February 2020

Official Information Request No. 8140005959
(Please quote this in any correspondence)

[\[REDACTED\]@taxpayers.org.nz](mailto: [REDACTED]@taxpayers.org.nz)

Dear [REDACTED]

Local Government Official Information and Meetings Act 1987

Re: Flights and International trips 2018- 2019

Thank you for your email which we received on 20 November 2019 requesting international and domestic travel information for the 2018 -19 financial year.

For ease of reference I have included your full request below.

Domestic travel

1. the total spend on all domestic flights flown by your Council in the 2018/2019 financial year.
2. the total number of domestic flights flown in the same period. (One flight means one way, return flight = 2 flights)

International travel

3. the total spend on all international flights flown in the 2018/2019 financial year;
4. a list of each international itinerary flown in the same period, including the:
 - i. destination (s);
 - ii. reason for travel;
 - iii. travel class flown;
 - iv. the number of travellers on each trip;
5. costs for each international itinerary, please also provide details of all associated:
 - v. entertainment expenses;
 - vi. food;
 - vii. accommodation (including the number of nights stayed in each place);
 - viii. conference costs;
 - ix. transport and transfers;
 - x. (including any expense reimbursement);
6. For each international itinerary, please tell us if a domestic partner also travelled with the official, and what the council paid for, if they paid for anything.

As noted in our acknowledgement email on 21 November 2019 we have transferred the appropriate parts of your request to Auckland Transport and Watercare who will respond to you directly.

This response includes information for Auckland Council, Auckland Tourism, Events and Economic Development (ATEED), Panuku Development Auckland (Panuku) and Regional Facilities Auckland (RFA). Each agency has provided its response independently and these responses are presented separately below.

Auckland Council

Please note that since our response to your last travel information request, we have refined our information gathering and reporting processes. Travel information for the 2018/19 financial year reflects travel **taken**, rather than travel **invoiced** during that period (which is what we provided for the 2017/18 financial year).

The travel figures we have provided are sourced from our travel provider reports and records of foreign money ordered and returned. We have not provided information about travel that is:

- not booked through our travel provider
- assigned a code other than travel in our General Ledger
- reimbursed by a third party (if the reimbursement did not appear in our travel reports)
- booked by a third party and reimbursed by Auckland Council.

The above costs are accounted for across different financial systems and we are unable to manually extract and match these costs to a particular trip without substantial collation.

1 and 2. Domestic travel spend and total flights in the 2018/2019 financial year

	Total spend	Total flights
Auckland Council	\$318,376.06*	1663**

*Total spend includes tickets, exchanges, EMD fees and refunds.

**Total flights include the number of flights booked for the specified travel period, minus the number of flights refunded.

Auckland Council's domestic travel includes spend of \$22,914.21 across 117 flights to or from Great Barrier Island. This travel enables staff to provide services to this part of the Auckland region.

3. Total spend for International flights flown in the 2018/2019 financial year

	Total
Auckland Council	\$125,893.08*

*This figure is a sum of all fares labelled as "Air" in travel type column of the spreadsheet *AC Intl travel FY18-19*.

4. and 5. International itinerary list and associated costs

Please see the attached spreadsheet entitled *AC Intl travel FY18-19*, for itineraries and associated costs of international travel booked by Auckland Council through our travel provider. We have included notes that explain where travel and expenses were paid for by third parties and reimbursed.

Please note that conference fees are accounted for across different financial systems and we are unable to manually extract and match these fees to a particular trip without substantial collation.

6. Domestic partner

No domestic partner travelled with an Auckland Council staff member on their international trip.

Please note that Auckland Council is working to publish travel information proactively on a regular basis. We will begin publishing travel information this year.

Auckland Tourism, Events and Economic Development

Since 2016 – in line with its protocols around transparency as a public organisation – Auckland Tourism, Events and Economic Development (ATEED) has proactively published a Public Information section on the ATEED-managed website aucklandnz.com.

This includes the total annual cost of international and domestic travel by ATEED staff, and considerable additional detail about the travel costs incurred by ATEED directors, Chief Executive and leadership team.

As noted in the website content, all international staff travel requires a business case approved by the relevant supervising manager.

The public information related to ATEED travel costs, including detailed analysis of executives' travel (by journey) can be found here:
<https://www.aucklandnz.com/about-ateed/publications-and-public-information/public-information/ateed-travel-costs>

ATEED's response to your LGOIMA request therefore in part directs you to this information, with some additional information provided below.

1. The total spend on all domestic flights flown by [ATEED] in the 2018/2019 financial year

Please see our website.

2. The total number of domestic flights flown in the same period. (One flight means one way, return flight = 2 flights)

273

3. The total spend on all international flights flown in the 2018/2019 financial year

Please see our website.

4, 5 and 6. International itinerary list, associated costs and domestic partner travel

See the website for the detailed descriptions of international travel by ATEED's Chief Executive and all ATEED Leadership Team members. This includes the destination, key meetings/activities, and costs for each trip categorised by 'flights', 'accommodation' and 'other'.

Further, see the attached Excel spreadsheet, *ATEED Intl travel FY1819*, for summary of all international trips by ATEED staff (purpose and destination) along with the number of staff on each trip, and the costs (by 'flights', 'accommodation' and 'other').

The categorisation 'other' includes costs such as taxis, foreign exchange costs, and food.

No domestic partners travelled with staff.

Please note, conference costs are not coded as travel costs in ATEED's financial system and to attempt to manually match conference costs to particular trip information would amount to substantial collation and be refused.

Panuku Development Auckland

Please see the attached spreadsheet entitled *Panuku travel FY18-19* for Panuku information.

Regional Facilities Auckland

Regional Facilities Auckland (RFA) manages six separate businesses (Auckland Live, Auckland Conventions, Auckland Zoo, Auckland Stadiums, Auckland Art Gallery and the New Zealand Maritime Museum), all of which have an international focus and undertake significant commercial activity in order to deliver on RFA's Statement of Intent.

This activity includes:

- negotiations with international promoters to bring events to Auckland
- working with galleries and collections throughout the world to present large international exhibitions
- attending trade shows to showcase the iconic venues that we manage and secure conventions and live entertainment business
- developing international networks and best practice that enable RFA to deliver effective regional leadership to developing and managing sports and cultural sectors including the facilities owned by the city to support these sectors
- participation in key international bodies, conservation and pest programmes associated with Auckland Zoo.

RFA operates a commercial business model. External revenue from commercial activities amounts to 60% of RFA's income, with the balance funded by ratepayers. Investment in attracting this external revenue, including international travel, networking and hosting of

existing and potential clients, is essential to supporting RFA's commercial remit and standard business practice in these competitive sectors. RFA's commercial revenue has grown from \$45.8m in 2012 to \$53.8m in 2019.

For RFA information we are granting your request for domestic travel information, international itinerary details, some associated costs, and domestic partner travel. We will provide you with this information as soon as practicable.

Please note that since our response to your last travel information request, we have refined our information gathering and reporting processes. Travel information for the 2018/19 financial year reflects travel **taken**, rather than travel **invoiced** during that period (which is what we provided for the 2017/18 financial year).

Third party travel as part of a contract and those reimbursed by a third party will be excluded. Please note that due to capital works being undertaken at Auckland Zoo, there were several animals located at various other zoos in New Zealand including Oranga Park and we note that these flights will be included in the Domestic Travel numbers.

Please note, conference costs and associated costs including hotel costs outside of that booked through the travel provider are not coded in a way to easily find the information. To attempt to manually match conference costs and other costs to a particular trip information would amount to substantial collation and under section 17(f) of the LGOIMA is being refused. However, where we can, we will provide actual foreign exchange used and hotel information where this is held and easily accessible.

Should you believe Auckland Council has not responded appropriately to your request, you have the right by way of complaint, under section 27(3) of the LGOIMA, to apply to the Ombudsman to seek an investigation and review of the decision.

If you have any further queries, please contact me on 09 301 0101 quoting Official Information Request number 8140005959.

Decisions relating to the information that is being released to you were made by the Chief Financial Officers for Auckland Council, Panuku, ATEED and Chief Operating Officer for RFA.

Yours sincerely



Elizabeth Chatterton
Privacy & LGOIMA Manager
Democracy Services