

17 December 2019

[REDACTED]

[REDACTED]

Philip Benseman
Finance
04 570 6747

philip.benseman@huttcity.govt.nz
Our reference: DIV/19/8446

Dear [REDACTED]

Request for Information – Local Government Official Information and Meetings Act 1987

We refer to your email request dated 20 November 2019 regarding domestic and international travel for Councils including the CCOs for the 2018/19 financial year.

Your request has been processed according to the provisions of the Local Government Official Information and Meetings Act 1987 (the "Act").

Your request for information has been granted, and Council's response is as follows:

Domestic travel

1. "The total spend on all domestic flights in the 2018/2019 financial year."

\$52,133

2. "The total number of domestic flights (return trips are treated as 2 flights) flown in the same period."

387

International travel

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

\$23,271

4. "A list of each international itinerary flown in the same period, including the:

1. destination (s);
2. reason for travel;
3. travel class flown;
4. the number of travellers on each trip;"

Refer to attachment.

5. *"Costs for each international itinerary, please also provide details of all associated:*
1. *entertainment expenses;*
 2. *food;*
 3. *accommodation (including the number of nights stayed in each place);*
 4. *conference costs;*
 5. *transport and transfers;*
 6. *(including any expense reimbursement."*

Note: other costs where they are available have been provided and may include entertainment, food and reimbursement of expenses.

Refer to attachment.

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."*

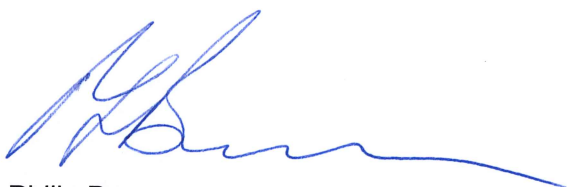
The only international travel where a partner travelled as part of a Council funded trip was the Mayoress who accompanied the Mayor on the trip to China and Japan.

Notes:

1. Council uses travel consultants for all our travel arrangements.
2. There was no international travel for the CCOs.
3. Costs exclude GST.

If you require any more assistance, please contact me. My contact details are at the top of this letter.

Yours sincerely



Philip Benseman
BUDGET & REPORTING MANAGER

Enclosure

Departure Date	Destination	No Of Travellers	Reason For Travel	Flight Class	Air Fares	Land Travel	Accommodation	Conference Costs	Other Costs
30/08/18	London (ENG)	1	GM travelled to London to present to underwriters on behalf of the Outer Wellington Shared Services syndicate (HCC, UHCC, PCC & KCDC) to obtain insurance cover for Material Damage and Business Interruption (MDBI) insurance for both below-ground and above-ground assets. The costs shown represent Hutt City Council's share of the total costs of the trip.	Business	\$3,410		\$533		\$131
3/10/18	Minoh (JAP) and Taizhou (CHN)	2	Mayor and Mayoress visit to Minoh (Japan) and Taizhou (China) as part of Sister City Relationship.	Economy	\$5,224	\$1,927	\$3,422		\$540
7/10/18	Shanghai (CHN)	1	STEMM (Science, Technology, Engineering, Mathematics & Manufacturing) Manager accompanied Mayor on visit to Taizhou, China as part part of Sister City Relationship.	Economy	\$2,564	\$1,543	\$697		\$93
4/03/19	Honolulu (USA)	1	Dowse Art Museums Director attended the Honolulu Biennial which had a focus on Art and as part of the trip had meetings for future Dowse exhibitions.	Economy	\$1,892		\$1,905		\$356
11/03/19	Melbourne (AUS)	1	STEMM Manager attended Cities 4.0 (Science & Technology) Conference in Melbourne.	Economy	\$465		\$569		\$8
12/03/19	Melbourne (AUS)	1	Museum Senior Curator was given study leave for PHD research. This was supported by Council with leave and flights.	Economy	\$625				\$8
31/03/19	Melbourne (AUS)	1	CBD Development Manager attended conference "Great Neighbourhood Summit" in Australia on community led Placemaking best practice.	Economy	\$706		\$916		\$8
31/03/19	Sydney/Melbourne (AUS)	2	Museum Exhibition Manager and Lead Educator attended Museum "Next" Conference which is an annual international museums event.	Economy	\$1,484		\$1,544	\$878	\$41
6/04/19	San Diego (USA)	1	Officer attended Clubhouse Coordinator's conference. This is a requirement as part of the Clubhouse licence. Clubhouse provides youth development programmes.	Economy	\$2,958		\$1,937		\$186
21/04/19	Tempe (USA)	1	STEMM Manager visited Tempe as part of Sister City visit to investigate Smart City Initiatives. The only cost was for accommodation.	Economy			\$1,272		
18/05/19	Wellington (NZ)	2	Te Wa Heke (STEMM) Festival guest speakers from England.	Economy	\$3,193		\$1,170		\$761
31/05/19	Sydney (AUS)	1	Travel to Sydney as a research and meeting trip for Highlight which included attending "Vivid" which is Sydney's annual light festival. Other costs include car hire.	Economy	\$751		\$721		\$680

TOTAL	\$23,271	\$3,469	\$14,688	\$878	\$2,811
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From: Lyn Herriot
Sent: Tuesday, 17 December 2019 9:39 AM
To: [REDACTED]
Subject: RE: LGOIMA on flights 2018/19 [#49FB6T]
Attachments: Response - OIR - Tabitha Lorck Behalf of Taxpayers Union - Flights and I....pdf

Dear Sara

Please find attached Council's response to Tabitha's OIR.

Regards

Lyn Herriot

Executive Assistant - Corporate Services

Hutt City Council, 30 Laings Road, Private Bag 31912, Lower Hutt 5040, New Zealand
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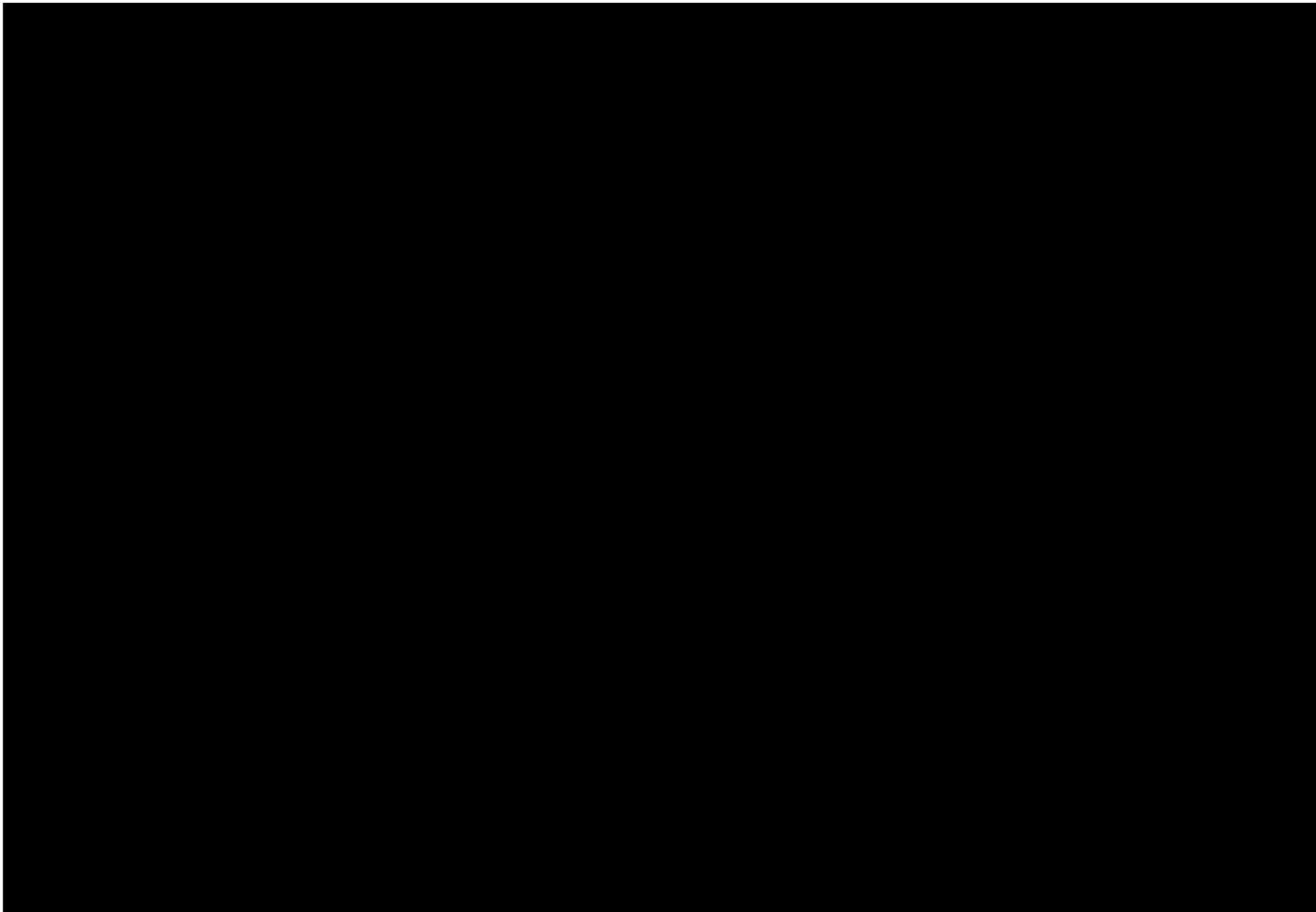


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-----Original Message-----

From: [REDACTED]
Sent: Wednesday, November 20, 2019 11:06 AM
To: [REDACTED]



Cc: '
Subject: LGOIMA on flights 2018/19

Good Morning,

This is a request for official information under the Local Government Official Information and Meetings (LGOIMA) Act 1987 regarding **flights and international trips** for the 2018/ 19 financial year. It is being sent to all councils. (It is the same request that was sent last year which you answered).

We request the following information for your Council (**group, not just parent, if applicable**):

- *As per s 12 of the LGOIMA Act, please notify us of your transfer of request to your CCO and do so within 10 days of receiving this request.*

<i> 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)

<i>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:
 1. destination (s);
 2. reason for travel;
 3. travel class flown;
 4. the number of travellers on each trip;
5. costs for each international itinerary, please also provide details of all associated:
 1. entertainment expenses;
 2. food;
 3. accommodation (including the number of nights stayed in each place);
 4. conference costs;
 5. transport and transfers;
 6. (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.

Please provide all costs G.S.T exclusive.

PLEASE SEND ANY CORROSPONDANCE BACK TO THIS EMAIL (INCLUDING ACKNOWLEDGEMENTS) IF BEFORE 28TH NOVEMBER. ANYTHING AFTER THAT, PLEASE RESPOND TO [REDACTED]

We do not wish to cause unnecessary expense or burden on your agency. If clarification of our request is needed, please call or email. Likewise, if the request proves unnecessarily burdensome in form and we are likely to be able to adjust it to be more specific or better suited to your information systems without losing the benefit of what is sought, please also get in touch. If there is likely to be a delay in being able to assemble or provide some of the information requested, please provide the rest of the information as it becomes available.

Kind regards,

[REDACTED]

[REDACTED]