



07 February 2018

Official Information Request No. 8140001975
(Please quote this in any correspondence)

[REDACTED]

Dear [REDACTED]

Local Government Official Information and Meetings Act 1987

Re: overseas travel and spend information

I refer to your email, which we received on 15 September 2017, in which you requested the following for the chief executive and all members of the executive teams for council and each CCO since the beginning of the new term of council:

- Details and costings of all overseas travel, including an explanation for each trip, the class of air travel and costs incurred.
- All credit card spending.
- Claims made for expenses not put on council credit/debit cards.
- Full details of meals and hospitality, including a copy of receipts submitted.

Please find attached the details for Auckland Council, Panuku Development Auckland, Auckland Council Investments Limited (ACIL), Auckland Tourism Events and Economic Development (ATEED), and Regional Facilities Auckland (RFA). The information covers the period from the start of the current political term until the date of your LGOIMA request.

You should note that we have not provided copies of some receipts where they are not available or the original record has degraded and cannot be copied.

Please also note that the receipts component for ATEED and RFA has been refused under LGOIMA section 17(f) *that the information requested cannot be made available without substantial collation or research*. If you require any further information regarding any of these transactions please contact me.

Due to the size of the files, they can be accessed at the following OneDrive link:

<https://1drv.ms/f/s!Ar3AEgw1mNLnmiA6Z6-spNxWthWy>

Additional notes are overleaf:

Regional Facilities Auckland (RFA):

Regional Facilities Auckland manages five separate businesses (Auckland Live, Auckland Conventions, Auckland Zoo, Auckland Stadiums and Auckland Art Gallery) 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 and conservation programmes associated with species at Auckland Zoo.

RFA operates a commercial business model. From a total budgeted revenue of \$81.3m in 2017/2018, external revenue from commercial activities amounts to 70% of our 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 \$57m budgeted for 2018.

Auckland Tourism Events and Economic Development (ATEED):

As the region's economic growth agency, Auckland Tourism, Events and Economic Development (ATEED) has a role to grow the region's international presence and export economy in particular growth sectors.

In their roles, senior ATEED executives are from time to time required to host guests – such as international investors, and representatives of global or domestic strategic partners.

At all times, staff are expected to exercise prudence in spending ratepayer funds.

The use of Council 'P' cards for business-related expenses is subject to strict procedure and approval processes. As is the process for reimbursement of expenses incurred by executives – which involves line manager signing expense claims.

In some cases, ATEED executives were required to pay with their P card for substantial business expenses on behalf of ATEED when no other timely option was possible. Examples include one GM for whom that type of expense was the entire extent of her P card use. In another, a GM paid for expenses totalling nearly \$5500 for equipment hire required at Kumeu Film Studios.

Please note that some of former ATEED Chief Executive Brett O'Riley's expenses relate to business activities he undertook while travelling overseas at no cost to Auckland Council/ATEED. That is why work-related expenses incurred in Australia and the US have

been claimed by Brett and approved by the ATEED Chair, but in the travel information provided to you there are no travel costs for Brett O'Riley in those specific periods. ATEED's principle of transparency saw it make a decision several years ago to proactively publish its total international and domestic travel costs, and detailed travel costs for its directors and senior leadership team. This information is made available on aucklandnz.com and updated every six months, and now dates back to the 2014/15 year.

<https://www.aucklandnz.com/about-ateed/publications-and-public-information/public-information/ateed-travel-costs>

For 2016/17, the total international travel costs for ATEED (excluding World Masters Games 2017) fell by nearly \$200,000 on the previous financial year.

As noted on the website, ATEED's chief executive and general managers are periodically required to travel as part of their roles. Detailed information on the costs of travel (by period), and the strategic purpose of each international journey undertaken by each of ATEED's leadership team are outlined. https://www.aucklandnz.com/sites/build_auckland/files/media-library/documents/ateed-leadership-team-travel-expenses-updated-to-june-2017.pdf

Flights and accommodation are – wherever possible – booked through Auckland Council's travel agents to take advantage of preferential customer rates. The staff members incur expenses (both overseas and domestically) such as taxis and meals. The costs are recorded in ATEED's financial system and are part of ATEED's overall audited financial statements.

All international travel must be approved by the correct line manager prior to booking, based on a robust business case. In the case of the Chief Executive, the business case for travel is approved by the ATEED Board Chair, as are any subsequent expense claims.

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 Ombudsmen 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 No. 8140001975.

Yours sincerely



Sarah Parry-Crooke
Privacy & LGOIMA Business Partner
Democracy Services