

20-D-02104

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Thank you for your email of 2 November 2020 requesting the following under the Official Information Act 1982 (the Act):

The provision of information relating to the Ministry for the Environment on the following areas of sensitive expenditure – with breakdowns for each of the last two years (2018, 2019) and year to date.

1. *Gifts (both given and received, including offered and turned down): Please provide information on the amounts spent, the gifts given or received, and the recipients.*
2. *Koha, similar breakdown as above.*
3. *Tips/gratuities: Please provide a breakdown of the amount spent both domestically and internationally, including details of how much was paid and to whom. Please include details of the single largest tip or gratuity payment.*
4. *Hospitality/entertainment: Please provide a breakdown of how much was spent and on what. Please provide separate breakdowns for domestic and international.*
5. *Alcohol: Please provide separate figures as per above.*
6. *Air travel: Please provide a breakdown for both international and domestic, including for economy and business class air travel. Please include figures for both business travel and contributions or allowances towards personal travel.*
7. *Accommodation: Please provide a breakdown for both international and domestic. Please include figures for both business travel accommodation and contributions or allowances towards personal accommodation.*
8. *Taxis/corporate vehicles: Please provide a breakdown of taxi/corporate vehicle expenses for both domestic and international, including details of the single largest taxi bill.*
9. *Rental cars: Please provide similar figures for rental cars.*
10. *Moving expenses: Please provide a breakdown of how much was spent on personal moving expenses for relocating staff.*
11. *Parking/traffic offences: Please provide a breakdown of both parking and traffic offence expenses, both domestic and international.*
12. *Christmas functions: Please provide figures on expenses related to Christmas functions.*
13. *Social club: Please provide figures on expenses related to social clubs.*

14. *Correspondence: Please provide all correspondence for 2018, 2019 and 2020, both internal and external, including emails, letters, text messages, reports, advice etc, relating to concerns around sensitive expenditure. This should include all correspondence involving your relevant government department or agency and the Office of the Auditor General.*

A summary document addressing questions one to thirteen has been prepared, as per the attached document schedule. This document contains a breakdown of the Ministry for the Environment's (the Ministry) expenditure, organised into categories where applicable, for the 2018/19, 2019/20, and 2020/21 (up to 31 October 2020) financial years.

Transactions captured may relate to previous financial years depending on the date entered into the system. Please also note that although we have endeavoured to be as accurate as possible in our response, no audit review of the data has been undertaken.

In regards to your request for correspondence related to sensitive expenditure, a search of the Ministry's records has returned over 3,500 documents potentially in scope. This part of your request has therefore been refused under section 18(f) of the Act, as the information requested cannot be made available without substantial collation or research.

You are welcome to make a new request under the Act with a more refined scope, such as a smaller timeframe or specific area of interest.

You have the right to seek an investigation and review by the Office of the Ombudsman of my decisions relating to this request, in accordance with section 28(3) of the Act. The relevant details can be found on their website at: www.ombudsman.parliament.nz.

Please note that due to the public interest in our work the Ministry for the Environment publishes responses to requests for official information on our [OIA responses page](#) shortly after the response has been sent. If you have any queries about this, please feel free to contact our Ministerial Services team: ministerials@mfe.govt.nz.

Yours sincerely



Arun Patel
Director, Finance and Performance

Document schedule

Document no.	Document date	Content	Decisions	OIA sections applied
1	20 July 20	Ministry for the Environment financial breakdown, Questions 1-13.	Released in full	N/A

Released under the provision of
the Official Information Act 1982

Appendix 1 – Breakdown of expenditure 1 July 2018 – 31 Oct 2020. [Financial Years: 2018/19, 2019/20, and YTD 31 October in 2020/21]

1. Gifts (both given and received, including offered and turned down): Please provide information on the amounts spent, the gifts given or received, and the recipients.

Expenditure on gifts follows the Ministry for the Environment’s (the Ministry) Welcomes, Farewells and Gifts Policy. The Ministry does not track gifts offered but turned down.

2018/19

Given

Recipient	Reason given	Value \$
Graland Family	Thank you flowers for Wellington Regional Council assistance with Good Farming Project	61

Received

Giftee	Description	Value \$
DLA Phillips Fox	Invite to DLA Phillips Fox Seminar on section 32 application which includes nibbles and drinks.	Unknown
DLA Phillips Fox	Invite to DLA Phillips Fox Seminar on section 32 application which includes nibbles and drinks.	Unknown
DLA Phillips Fox	Invited to DLA Phillips Fox seminar on section 32 of the RMA which includes nibbles and drinks.	Unknown
Unknown	10kg box of kiwifruit.	\$70
Westpac	Invitation from Westpac to corporate client contacts (and partner) to a movie night on 7 November. Value is estimate for tickets and drinks.	\$40
Beca	Beca Wellington event - introducing new combined transport and planning services team	Unknown
The Property Group	Opening of The Property Group new office on 13 June.	Unknown

Giftee	Description	Value \$
Mountains to Sea	Annual membership for Zealandia. All presenters at the Mountains to Sea Wellington Freshwater Hui were provided with the same wrapped gift as a thank you.	\$62
Liquid Learning	Airfares to Auckland conference – 8th Women in Leadership Summit –	\$210
DLA Piper	Networking function at DLA Piper - invited by Kerry Anderson.	Unknown
Stantech	Breakfast at an event hosted by Stantech and organised by Infrastructure New Zealand.	Unknown

2019/20

Given

Recipient	Reason given	Value \$
Rangatahi	Native tree gift certificate for four Rangatahi who came for staff awards	40
Staff member	Flowers – bereavement	110
Staff member	Flowers - bereavement	112
Staff member	Flowers - bereavement	103
Various staff members	Greeting cards; for the Staff Award winners and for the use of the Chief Executive's office Gifts given as a small token for esteemed dignitaries and overseas guests. To be given on behalf of the Ministry	141
Staff member	Food bag voucher	130

Received

Giftee	Description	Value \$
Shelly Davies	2x branded bullet cups, 1x branded journal. Received from our Plain English training supplier	Unknown
Stantech	Breakfast at an event hosted by Stantech and organised Infrastructure New Zealand.	Unknown

Giftee	Description	Value \$
Unknown	NZ Govt Dinner, accommodation and lunch during all day work shop/presentations held at Te Papa. CIOs across the central agencies, local councils, DHBs etc attended	Unknown
RMLA	2 bottles of wine. Given to staff as a result of assisting to run a workshop at the RMLA conference.	Unknown
Ambassador of Netherlands	Lunch with the Ambassador of the Netherlands, in advance of travel.	Unknown
RMLA Conference	Keep Cup	Unknown
RMLA Conference	Keep Cup	Unknown
Waste Management	Dinner hosted by Waste Management at Wasteminz conference in September. Attended with Director.	Unknown
Unknown	Book New Book: 100 Natural History Treasures of Te Papa Edited by Susan Waugh Publication date: May 2019NZ	\$45
Defend	A vendor (Defend) who has been working with us provided a Christmas Cake to be shared with the team	\$25- \$50
NeonLogic	Panettone (cake)	Unknown

2020/21

Given

Recipient	Reason given	Value \$
Staff members	Gift for going above and beyond	130
Staff member	New parent	149
Staff member	New parent	166

Received

Giftee	Description	Value \$
Tandem Travel	Two tickets to Bledisloe cup rugby game.	Unknown
Not recorded	2x vouchers for cafes	Unknown
Not recorded	White Tiki wall hanging ornament by Michael Matchitt Artist	Unknown

2. Koha

2018/19

Recipient	Reason given	Value
Ngāti Whatua o Orakei	Koha for EA2019 event - Kaumātua	\$ 250
Fabio Falchi	Donation for use of artificial night sky brightness data. Data used for 2018 Air Domain report. Data obtained from Italian researchers who developed world-wide atlas of artificial night sky brightness from satellite data. Donation requested for Ministry's use of data, as a government agency.	750
Environs Holdings Limited	Quarterly Hui for Integrated Kaipara Harbour Management group	200
Papawai Marae-Greytown	Offsite Team day at Papawai Marae	400
Tamahau Roew	Facilitation and guidance in cultural aspects for Pōwhiri of the relationship for Manatū Mo Te Taiao to the environment	600
Huramua Marae	Koha for attendance at the Matiti Urupa Repatriation project	400
Rangatahi Urban Symposium	Hosting a symposium forum for Rangatahi who are descendents of East Coat Māori living in urban centres and those in rural communities	400
Gisborne Girls High school	Koha to Gisborne Girls High School - hosting the 24 Rangatahi on site and booked two of their school vans to transport the Rangatahi to Gisborne District Council for an audience with Hon Meka Whitiri and His Worship Gisborne Mayor Meng Foon	200

Recipient	Reason given	Value \$
Tairāwhiti Rangatahi Symposium	Koha to Gisborne Girls High School students-hosting the 24 Rangatahi in Gisborne region. \$20 koha per student to accommodate their travel costs, the goal being to break barriers of attendance. \$20 each = \$480	480
Te Ihingarangi Marae	Koha Pōwhiri Ministry - attended meeting of Te Kopuka, a strategy group formed of the Te Awa Tupua/Whanganui River Treaty settlement	200
C Company Memorial House	Koha at the attendance of the launch of the Ngāti Porou - Dr Monty Soutar WWI book hosted by Ngāti Porou & C Company Memorial House Gisborne	200
Parihaka Papakainga Trust	Koha for Parihaka marae, Te Niho o Te Atiawa Marae Taranaki	200

2019/20

Recipient	Reason given	Value \$
Te Hora Marae	Koha contribution for Te Hoiere Pelorus Project at Blenheim, Te Hora Marae 6 December.	200
Te Hora Marae	Attending Te Hoiere a field trip of the Pelorus the Kotahitanga mo Te Taiao alliance being led by DOC.	200
Ngati Mutunga	Chatham Islands annual one day forum. All of government, council, Ngati Mutunga	200
Oraka Aparima Runaka Incorporated Society	Fiordland Marine Guardians (FMG) quarterly board meeting hosted by the FMG Ngai Tahu representative for the Guardians at his marae.	200
Papawai Marae	MfE staff, along with Greater Wellington Regional Council staff participating in a noho at Papawai Marae, in Wairarapa	400

Recipient	Reason given	Value \$
Ngati Murupara	ICCC engagement – visit to Ngati Murupara, Minginui and Waihaou	225
Putiki Marae	Second meeting of Te Kopuka strategy group, Te Awa Tupua (Whanganui River) Treaty settlement	200
Te Runanganui o Ngati Porou	Ngati Porou – Crown Summit 2019	200
Member of the public	Recognition of multiple farm visits provided by Owhango farmer met during consultations	100

2020/21

Recipient	Reason given	Value \$
Whareroa Marae	Cultural support to kaikōrero for Whareroa marae hui	400
Te Kohanga Reo o Titahi Bay	Filming of children singing and talking for Māori language week, plus digital resources for our social media channels	100
Whareoa Marae	Hui on NES for Air Quality and targeted air quality issues in the Mount Maunganui region	200
Whareoa Marae	Minister Mahuta visit to marae	500
Kohunui Marae Trust	Hui on fresh water allocation, and Māori rights and interests	200
Kohunui Marae Trust	Hui on fresh water allocation, and Māori rights and interests - involving whole division overnight stay	500
Waihaou Marae	Kaipara Moana Remediation MOU signing	200

- 3. Tips/gratuity: Please provide a breakdown of the amount spent both domestically and internationally, including details of how much was paid and to whom. Please include details of the single largest tip or gratuity payment.**

The Ministry does not separately record expenditure on tips/gratuities. Instead all expenditure on hospitality follows the Ministry's Hospitality Policy as well as the Ministry's overarching Public Money Policy.

4. Hospitality/entertainment: Please provide a breakdown of how much was spent and on what. Please provide separate breakdowns for domestic and international.

Domestic hospitality/entertainment

	2018/19 \$000s	2019/20 \$000s	2020/21 \$000s
Farewells	2	1	-
Welcomes	-	0.1	0.1
Christmas*	9	8	-
Milestone Celebrations	0.3	-	0.1
Other	1	1	-
Total	12	8	0.2

*This spend on Christmas functions is also included in the response to Q. 12.

This response has excluded team away days, planning days and team building days.

The Ministry does not separately record expenditure on international hospitality/entertainment. Instead all expenditure on hospitality follows the Ministry's Hospitality Policy and Public Money Policy detailed above.

5. Alcohol: Please provide separate figures as per above.

The Ministry does not separately record expenditure on alcohol, instead all expenditure on alcohol follows the Ministry's Alcohol Policy contained within the Hospitality Policy (details included below):

The Ministry will not pay for alcohol unless pre-approved by a Deputy Secretary or the Chief Executive. All purchases of alcohol must also be moderate and accompanied by food and non-alcoholic beverages.

The Ministry makes an annual contribution to the social club's Christmas party (as noted in Q.12 below). Entertainment provided at this event includes a music band and food, as well as alcoholic and non-alcoholic beverages.

6. Air travel: Please provide a breakdown for both international and domestic, including for economy and business class air travel. Please include figures for both business travel and contributions or allowances towards personal travel.

Total travel breakdown

	2018/19 \$000s	2019/20 \$000s	2020/21 \$000s
Domestic	737	689	77
International	494	157	-10

International travel class breakdown

	2018/19 \$000s	2019/20* \$000s	2020/21 \$000s
Business	328	47	N/A
Premium Economy	2	N/A	N/A
Economy	165	5	N/A

The negative amount shown for international travel in 2020/21 is due to credits on cancelled flights. There has been no international travel since February 2020. There has been no business class travel for the entire 2020/21 financial year.

The Ministry changed travel booking suppliers mid-year in 2019/20 and the travel class breakdown for the remainder of the year is unavailable – therefore, the total amount is not accounted for in the above table.

The Ministry does not provide any contributions or allowances towards personal travel.

- 7. Accommodation: Please provide a breakdown for both international and domestic. Please include figures for both business travel accommodation and contributions or allowances towards personal accommodation.**

	2018/19 \$000s	2019/20 \$000s	2020/21 \$000s
Domestic	273	256	25
International	154	67	-

The Ministry contributes a maximum of \$20 per night for domestic private accommodation on business travel.

The Ministry does not provide any contributions or allowances towards personal travel.

- 8. Taxis/corporate vehicles: Please provide a breakdown of taxi/corporate vehicle expenses for both domestic and international, including details of the single largest taxi bill.**

	2018/19 \$000s	2019/20 \$000s	2020/21 \$000s
Domestic	130	99	13
International	1	0.3	-

	2018/19 \$	2019/20 \$	2020/21 \$
Largest Bill	117	268	114
Description	Davenport to Auckland Domestic Airport	Tuakau to Auckland Domestic Airport	Ferrymead to Christchurch Airport

- 9. Rental cars:**

	2018/19 \$000s	2019/20 \$000s	2020/21 \$000s
	39	45	8

- 10. Moving expenses: Please provide a breakdown of how much was spent on personal moving expenses for relocating staff.**

	2018/19 \$000s	2019/20 \$000s	2020/21 \$000s
	19	7	0.5

11. **Parking/traffic offences: Please provide a breakdown of both parking and traffic offence expenses, both domestic and international.**

The Ministry does not pay for parking or traffic fines incurred by employees.

12. **Christmas functions: Please provide figures on expenses related to Christmas functions.**

2018/19 \$000s	2019/20 \$000s	2020/21 \$000s
9	8	-

Please note these figures were included in the response to Q.4 and include the contribution to the social club Christmas party in Q. 13.

13. **Social club: Please provide figures on expenses related to social clubs.**

The Ministry's only expenditure on the social club is an annual contribution to the Christmas party. Entertainment provided at this event includes a music band and food, as well as alcoholic and non-alcoholic beverages.

2018/19 \$000s	2019/20 \$000s	2020/21 \$000s
7	6	-

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