



12 NOV 2019

Jeremy Puger

Dear Jeremy Puger

On 3 October 2019 you emailed the Ministry requesting, under the Official Information Act 1982, the following information for the last five years:

Air Travel (please do domestic and international air travel separately):

- *How many of your staff has travelled by air (obviously with all of these I mean where the agency has paid for it) and how many the total flights were and how much it cost all up.*
- *What was the purpose and benefit to the taxpayer of each trip*
- *For each trip why was a remote alternative not used? Like for conferences a lot of them have remote viewing dial ins so you don't have to travel to attend. Meetings can usually be done by conference call or skype. Things like that. So, there are very few situations where staff would actually have to travel by air. So, in cases where you have could you explain if there was no remote alternative available? And if there was why was it not used?*
- *When staff are travelling there are extra expenses too. How much has been spent on accommodation and for how many people and nights in these times too?*
- *As per question 4 but how much on other expenses like meals and allowances?*
- *Do staff of different jobs/ranks/levels get different types or levels of accommodation. If so can you explain why?*
- *Going into the future do you have plans to reduce air travel? If you do could you explain these plans and if you have set any targets for it and things.*

Packaging and Recycling:

- *Do you have recycling facilities in all of your premises? If you do not please explain why*
- *Do you actively encourage or make your staff recycle? If you do please explain how*
- *Do you have rules aimed at encouraging other staff environmentally friendly behaviour such as banning staff from bringing disposable cups onto the premises?*
- *If you have cafes or similar things in your premises do you require them to use environmentally healthy options such a re-usable cutlery and recyclable packaging?*

Page 1 of 2

Encouraging Good Behaviour and Attunement with the natural world:

- *Do all of your offices have plants? If so, what is the ratio of plants to workers? Do you ensure that providers that look after the plants use sustainable and environmentally friendly options in their practices (for example pesticide choices)?*
- *Do you have Programmes for encouraging your staff to make more environmentally friendly choices outside of work?*
- *Do you encourage your staff to be more interconnected with the natural world by hosting or promoting practices such as mindfulness, meditation, earthing or Tai Chi?*
- *Do you take any steps to increase staff knowledge and awareness of environmental issues in general?*

This letter is to advise you that the Ministry has received your request, however requires more time to respond to this request. In accordance with section 15(1) and 15A of the Official Information Act, the Ministry's decision will be with you no later than 18 December 2019.

The reason for the extension is that consultations necessary to make a decision on the request are such that a proper response to the request cannot reasonably be made within the original time limit.

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 or 0800 802 602.

If you wish to discuss any aspect of your request with us, including this decision, please feel free to contact OIA_Requests@msd.govt.nz

I will respond to you sooner if I am able to.

Yours sincerely



Elisabeth Brunt
General Manager Ministerial and Executive Services