



Te Pūkenga

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24 January 2025

[REDACTED]
By email: [REDACTED]

Tēnā koe [REDACTED]

Request under the Official Information Act 1982

Thank you for your email of 26 November 2024, requesting the following information from Te Pūkenga – New Zealand Institute of Skills and Technology (Te Pūkenga):

The dates/ and number of Te Pūkenga Executives who have travelled on International Recruitment missions in the 2024 year. Please provide details related to:

- *Travel to China*
- *Travel to Philippines*
- *Travel to India*
- *Any other international destinations*

For each destination country, please detail

- *The number of Te Pūkenga staff who travelled*
- *Details of any accompanying personnel, stakeholders, recruitment agents and/or consultants*
- *The class of travel (economy, premium or business class)*
- *The total cost of travel inclusive of airfares, accommodations*
- *The total cost of gifts*

[REDACTED], contacted you on 29 November with an offer of engagement to discuss your current and future Official Information Act 1982 (OIA) requests. Within this correspondence [REDACTED] advised that we need to give more consideration to the option of charging to provide information, as part of our ongoing management of your requests. Please feel free to take up this offer at any time.

On 4 December my office contacted you, inviting you to clarify your request. Your reply dated 5 December stated:

Please note that we are not seeking the names of any specific employees. Rather, we wish to know how many people in the direct employ of Te Pūkenga were involved in 2024 trips to China. Please advise

- *Total numbers travelling*

- *Employee category*
 - *Executive – holding managerial appointments*
 - *Academic staff*
 - *Professional support staff*
- *Entity – which Te Pūkenga Entity*
 - *Head office*
 - *ITP inclusive of which ITP*
 - *ITO inclusive of which ITO*
- *Costs inclusive of a breakdown of*
 - *Tavel – airfares, taxis etc*
 - *Accommodation*
 - *Food*
 - *Other*
- *Type of travel*
 - *Business class*
 - *Premium Economy*
 - *Economy*

With reliance on section 15(1)(AA) of the OIA, due to this clarification, the timeframe for making a decision on your request was reset, as 20 working days from 5 December.

This letter provides a formal decision on your request under the OIA.

Background and contextual information

While we appreciate your clarification, and the original locations being refined to just China, the breakdown of details you requested increased the scope of the request. Your clarified request encompasses a search through a large quantity of information from several business divisions (including in some cases a line by line review), in order to review and collate information within scope.

Initial feedback sought from all Te Pūkenga business divisions has uncovered a significant amount of detail to be searched through to collate information within scope, which would require a substantial amount of time to carry out such a search.

We therefore considered whether refusal of your request under section 18(f) of the OIA, as the information requested cannot be made available without substantial collation and research, was the most appropriate option.

As part of our consideration of reliance on this section, and given the amount of resource required to process your full request, we carefully looked into the option of charging for making the requested information available, under sections 15(1A) and (2) of the OIA.

Agencies can charge for staff time, including search and retrieval, collation, research (reading and reviewing to identify information), editing (excising or redacting information to be withheld), and reasonable peer review of these tasks. As per Ministry of Justice guidelines, staff time is calculated at \$38 per half hour, with the first hour free.

It became clear that the charge to grant your request was itself large (in the thousands) and even if you were to agree to payment, the mahi (work) to carry out search, retrieval and collation would require an amount of time and effort that would have a hugely significant and unreasonable impact on the ability of Te Pūkenga kaimahi (staff), in national office and business divisions, to carry out their other day to day operations.

We also considered whether extending the time period for making a decision on your request would enable us to grant it in full, but in this case we do not believe either option would enable your full request to be granted.

The decision

We can advise that 12 of our provider-based business divisions had kaimahi travel to China that was regionally funded within 2024, including for delivery and/or recruitment purposes. However, in light of the contextual information outlined above, we have decided to refuse a full response from each of these business divisions under section 18(f), as the information requested cannot be made available without substantial collation or research.

To satisfy the public interest in this information and provide you with some useful information, we have decided to grant your request in part. We have decided to provide you with information from the national office central budget regarding travel to China in 2024, and to provide this information free of charge. For business divisions to access the central budget for international travel, expressions of interest are received with applications for travel - in this case to China. No national office kaimahi travelled to China in 2024.

The table attached as **Appendix One** provides details regarding travel to China that was centrally funded during 2024, by business division. All flights were economy class. Food (that is not part of accommodation costs ie. breakfast), taxis and other expenses were the responsibility of the business divisions and part of their regional budgets, so are not included.

If you wish to discuss this response with us or take us up on the invitation to engage more fully about your future requests, please do not hesitate to contact [REDACTED] at OIA@tepukenga.ac.nz.

You have the right to seek an investigation and review by the Ombudsman of this decision under section 28(3) of the OIA if you are not happy with this response. Information about how to do this is available at www.ombudsman.parliament.nz or freephone 0800 802 602.

We may publish our OIA responses and the information contained in our reply to you on our website. Before publishing we will remove any personal or identifiable information.

Ngā mihi



Gus Gilmore
Tumuaki | Chief Executive

Appendix One

Business Division	Travel dates to China during 2024	Representative Role	Flight costs including domestic (incl GST)	Accommodation costs (incl GST)
Ara Institute of Canterbury	19 - 27 March	International Market Sector Manager	\$2,060	\$3,000
Ara Institute of Canterbury	4 - 11 November	International Market Sector Manager	\$3,200	\$2,320
Eastern Institute of Technology	19 - 27 March	International Market Development Manager	\$2,700	\$1,435
Eastern Institute of Technology	19 - 27 March	China Market Representative	\$0	\$840
Eastern Institute of Technology	4 - 11 November	International Market Development Manager	\$3,500	\$2,320
Manukau Institute of Technology	19 - 27 March	International Market Manager – China and South East Asia	\$1,846	\$1,745
Manukau Institute of Technology	1 - 11 November	International Market Manager – China and South East Asia	\$3,687	\$2,800
Unitec	19 - 27 March	International Relationship Manager	\$2,500	\$1,699
Unitec	4 - 11 November	International Relationship Manager	\$3,600	\$2,320
Whitireia and WelTec	19 - 27 March	Regional Market Manager	\$3,050	\$1,966
Whitireia and WelTec	1 - 11 November	Regional Market Manager	\$4,290	\$2,900

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