



10 December 2024

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s 9(2)(a)

Ref: H2024056104

Tēnā koe s 9(2)(a)

Response to your request for official information

Thank you for your request under the Official Information Act 1982 (the Act) to the Ministry of Health – Manatū Hauora (the Ministry) on 14 November 2024 for:

I would like to know which company the ministry is using for the travel like Taxis or Uber. Also, how much the ministry have allocated budget for such activities. What was the cost for the last year for employees. What are they told to use while traveling from airport to office or airport to going back home?

Please find a response to each part of your request below.

Which company the Ministry uses for travel e.g. Taxi's and Uber

The Ministry's travel guidance and business rules state that taxis may be used when travelling where it is the most cost-effective option. The Ministry uses TaxiCharge who provides a network of registered NZ taxi companies. TaxiCharge voucher or taxi cards must be used for all taxi fares. Therefore, the Ministry does not use a specific taxi company.

How much the Ministry budgeted for such activities.

Travel budgets are done at a level based on previous spending patterns and some known trips if planned before budgets are set. The Ministry does not budget specifically for taxi expenditure. As such this part of your request is refused under section 18(g)(i) of the Act.

Cost last year for employees.

In the financial year ending 30 June 2024, the Ministry spent \$180,952 (GST exclusive) on domestic (within New Zealand) taxi travel. This amount includes all taxi travel, not just employees (e.g. visiting dignitaries). Expenditure for taxis is not collected in such a way that enables us to differentiate between taxi travel for a staff member or non-staff member.

Policy and guidance on staff travelling to and from the airport.

The Ministry's guidance on taxis for staff travelling to and from the airport includes that taxi cards and vouchers should not be used for travel from the traveller's home to the airport (or visa-versa). If travel is within working hours, travellers should make their own way to work, as they would normally do, and then catch a taxi from work to the airport and vice versa. If the traveller lives between work and the airport, then they may travel direct to the airport. If the traveller's flight is at 7am and they need to be at the airport by 6.30am, travel from their house would be acceptable. The same applies if it is a flight arriving late at night.

I trust this information fulfils your request. If you wish to discuss any aspect of your request with us, including this decision, please feel free to contact the OIA Services Team on: oiagr@health.govt.nz.

Under section 28(3) of the Act, you have the right to ask the Ombudsman to review any decisions made under this request. The Ombudsman may be contacted by email at: info@ombudsman.parliament.nz or by calling 0800 802 602.

Please note that this response, with your personal details removed, may be published on the Manatū Hauora website at: www.health.govt.nz/about-ministry/information-releases/responses-official-information-act-requests.

Nāku noa, nā



Celia Wellington
Deputy Director-General
Corporate Services | Te Pou Tiaki