

11 December 2020

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Dear ██████

Re: OIA request – Sensitive expenditure

Thank you for your Official Information Act request received 02 November 2020 seeking information about sensitive expenditure from Waitematā District Health Board (DHB).

On 20 November, we notified you that an extension to the timeframe was necessary and that we would provide this response to you by 14 December 2020.

Before responding to your specific questions, it may be useful to provide some context about our services.

Waitematā DHB serves a population of more than 630,000 across the North Shore, Waitakere and Rodney areas, the largest and one of the most rapidly growing DHBs in the country. We are the largest employer in the district, employing around 8,500 people across more than 80 locations.

In addition to providing services to our own population, we are also the metropolitan Auckland provider of forensic psychiatry, child disability services, child community dental services and community alcohol and drug services.

Our total budget in the 2019/2020 financial year was \$1.8 billion. District health boards (DHBs) are required to budget and operate within allocated funding and to identify specific actions to improve year-on-year financial performance in order to live within their means.

Improvements through national, regional and sub-regional initiatives continue to be a focus for all DHBs. DHBs must also adhere to the government rules of sourcing.

We have interpreted the term ‘sensitive expenditure’ as relating to the areas outlined in each of your questions, below.

In response to your request, we can provide the following information:

Please provide information relating to your relevant government department or agency on the following areas of sensitive expenditure.

For all the below categories I request breakdowns for each of the last two years (2018, 2019) and year to date.

Please note, that the information prepared in this response excludes costs that are paid as part of Continuing Medical Education (CME), which is an employee entitlement.

Gifts and Koha (both given and received, including offered and turned down).

Gifts given from 2018 calendar year to Oct 2020 year-to-date (YTD)

Category	2018	2019	2020 (YTD)
Flowers	\$3,134	\$3,410	\$1,407
Gift Baskets	\$1,269		
Gift Cards / Vouchers	\$40,418	\$34,939	\$3,312
Other	\$3,494	\$2,223	\$800
Total	\$48,314	\$40,572	\$5,520
% of total budget*	0.0027%	0.0023%	0.00031%

* Percentage of average budget of \$1.7billion over past three years.

The DHB does not hold data for specific recipients of gift cards/vouchers. Gift cards and vouchers are largely given to project volunteers, focus group participants, for recognition of long service leave and Waitematā DHB’s “Health Hero” awards.

Gifts received from 2018 calendar year to Oct 2020.

Date	Gift Declared
September 2018	Intellectual Exchange Programme to Korea, value unknown, gifted by the Korean Government, attended by the Director of Nursing/Emergency Systems Planner
November 2018	Deloitte Top 200, approximately \$477.25 per ticket, gifted by Deloitte, attended by Chief Medical Officer
April 2019	Inaugural Digital Changemaker Dinner, value unknown, attended by the Chief Information Officer

Details of the Chief Executive Officer’s itemised expenses are publicly available in annual reports published in the ‘DHB Reporting’ section of our website:

<https://www.waitematadhb.govt.nz/about-us/dhb-reporting/ce-expenses/>

Koha

Below is the breakdown of amount spent on Koha from 2018 calendar year to October 2020. Koha is provided, where appropriate, to guest speakers, cultural performers and at blessings.

Waitematā DHB also provides Pacific and Māori cultural support services for Auckland DHB.

Koha given from 2018 calendar year to Oct 2020.

Financial Year	2018	2019	2020 (YTD)
Total	\$12,211	\$7,104	\$4,489
% of total budget	0.00068%	0.00039%	0.00025%

Tips/gratuities

As per the DHB travel policy, tipping or gratuity expenses incurred by DHB staff are not reimbursable.

Hospitality/entertainment

Below is a list of hospitality and entertainment spend by category for the calendar year 2018 through to Oct 2020. All of this spend is domestic.

Hospitality/entertainment from 2018 calendar year to Oct 2020.

Category	2018	2019	2020 (YTD)
Food	\$1,842	\$9,390	
Hireage	\$3,418	\$2,287	\$190
Cultural events/pōwhiri*	\$15,222	\$31,959	\$4,170
Total	\$20,482	\$43,635	\$4,360
% of total budget	0.0011%	0.0024%	0.00024%

*Waitematā DHB also provides Pacific and Māori cultural support services for Auckland DHB.

Alcohol

Alcohol expenses are **not** reimbursed unless pre-approved by the CEO. There are no expenses to report in this area.

Air travel

The table below provides a breakdown for both international and domestic air travel
The numbers represent the total expenditure for each 2018 & 2019 calendar year, and 2020 YTD (Jan 20 – Oct 20).

As per the DHB travel policy, all air travel is to be by economy class, unless a traveller is required to work immediately upon arrival at the destination. Prior approval must be granted by the Chief Executive Officer. The spend for 2020 YTD indicates the impact COVID-19 has had on the ability of staff to travel both nationally and internationally.

Air travel from 2018 calendar year to Oct 2020.

Air travel	2018	2019	2020 (YTD)
Domestic	\$ 21,215	\$ 22,121	\$ 6,234
International	\$ 48,879	\$ 45,559	\$ 4,840
Total	\$ 70,094	\$ 67, 680	\$ 11, 074
% of total budget	0.0039%	0.0038%	0.00062%

Business-class air travel from 2018 calendar year to Oct 2020.

Business class air travel	2018	2019	2020 (YTD)
International	\$ 49,167.30	\$ 51,064.78	\$ 847.57
% of total budget	0.0027%	0.0028%	0.000047%

Accommodation

The table below provides a breakdown for both international and domestic accommodation.
The numbers represent the total expenditure for each 2018 & 2019 calendar year and 2020 YTD (Jan 20- Oct20).

Accommodation costs from 2018 calendar year to Oct 2020.

Accommodation	2018	2019	2020 (YTD)
Domestic	\$ 15,291	\$ 13,674	\$ 12,882
International	\$ 24,029	\$ 24,832	\$ 2,262
Total	\$ 39, 320	\$ 38, 506	\$ 15,144
% of total budget	0.0023%	0.0023%	0.00089%

Taxis/corporate vehicles /rental cars

The below table provides total taxi and rental car costs split by 2018, 2019 calendar year and 2020 YTD (Jan 2020 - Oct 2020) for Waitematā DHB.

Taxis are used by the DHB for both patient transport and for staff. Taxis can be used to transfer patients between hospitals or to assist patients to return to their homes.

Staff are sometimes required to move between hospitals and where use of the hospital shuttle is not suitable, a taxi will be provided.

Taxis/corporate vehicles /rental cars costs from 2018 calendar year to Oct 2020.

Financial year	2018	2019	2020 (YTD)
Taxi Costs*	\$ 287,435	\$ 396,262	\$ 41,376
Rental Car Costs	\$ 50,181	\$ 39,767	\$ 55,634
Single Largest Taxi Bill	\$ 197	\$ 199	\$ 193
Total	\$ 337,813	\$ 436,228	97203
% of total budget	0.02%	0.026%	0.006%

*The records received from taxi companies do not provide the details of whether the charge was a staff member or a patient. The highest taxi charges relate to transfers between Waitakere, North Shore and Middlemore hospitals.

Moving expenses

Below is the breakdown of relocation expenses from 2018 calendar year to Oct 2020. Expenses primarily relate to costs associated with shipping/moving of personal effects and accommodation for an initial period for the relocation of clinical staff.

Moving expenses from 2018 calendar year to Oct 2020.

Financial Year	2018	2019	2020 (YTD)
Total	\$18,130	\$19,680	\$26,513
% of total budget	0.0011%	0.0012%	0.0016%

Parking/traffic offences

There is no expenditure to report.

As per Waitemata DHB's fleet policy, drivers must pay any fine incurred as a result of a breach of the Land Transport Act, Road Code or relevant local by-laws while the vehicle is in their charge. Surcharges for non-payment of fines are also payable by the driver.

Christmas functions

While there are no allocations or budgeted allowances for specific departmental Christmas parties, \$50,000 is allocated to DHB-wide staff relations for Christmas catering, this includes:

- The cost of food for staff lunch-time BBQs which are hosted and prepared by the Waitemata DHB Executive Leadership Team at North Shore and Waitakere hospitals and at the Mason Clinic site.
- Lunch time pizza / Subway / sushi delivered to community sites.

Below is the breakdown of funds allocated to the above Christmas activities by year.

Christmas function costs from 2018 calendar year to Oct 2020.

Financial Year	2018	2019	2020 (YTD)
Total	\$8,863	\$12,159	NA
% of total budget	0.00049%	0.00067%	-

Social club

Waitemata DHB does not provide any funds for social clubs.

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. Noting you requested that should include all correspondence involving our relevant government department or agency and the Office of the Auditor General.

We are unable to provide this information as we do not routinely collate all such correspondence. To do so would require us to ask all services and 8,500 staff members. We are, therefore, refusing this aspect of your request under Section 18(f) of the Official Information Act 1982 due to substantial collation or research.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to seek a review is available at www.ombudsman.parliament.nz or Freephone 0800 802 602.

I trust that this information is helpful.

Waitematā DHB supports the open disclosure of information to assist community understanding of how we are delivering publicly funded healthcare. This includes the proactive publication of anonymised Official Information Act responses on our website from 10 working days after they have been released.

If you consider there are good reasons why this response should not be made publicly available, we will be happy to consider your views.

Yours sincerely



Robert Paine
Chief Financial Officer and Head of Corporate Services
Waitematā District Health Board