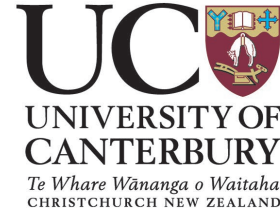


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29 July 2024

J. Hall

By email: fyi-request-27483-75616923@requests.fyi.org.nz

Dear J. Hall

Official Information Act request OIA 24.71 Senior Leadership International Travel

I refer to the Official Information Act (the Act) request dated 2 July 2024 regarding the international travel of some members of the Senior Leadership Team for 2024. You have specifically requested:

- *I request under the Official Information Act the following information:*

How many international trips the following Senior Leadership Team members:

- *Cheryl de la Rey*
- *Brett Berquist*
- *Keith Longden*
- *Paul Ballentine*
- *Saurabh Sinha*
- *Sarah Young*
- *Joce Nuttall*
- *Steven Ratuva*
- *Te Maire Tau*
- *Petra Butler*

Have taken on behalf of the University of Canterbury between 1 January 2024 and 2 July 2024.

I also request the following for each trip in relation to the above request.

- *The travel itinerary for each trip that is provided by the Travel Management Company for the University of Canterbury showing the flight route taken, class of airfare, and accommodation.*
- *The total cost of each trip.*
- *The authorising documents approving each trip.*
- *A list of any trips planned for the above named Senior Leadership Team members between 3 July 2024 and 31 December 2024 and any proposal or authorising documents related to each of the planned trips.*

The OIA requires that we advise you of our decision on your request no later than 20 working days after the day we received your request. Unfortunately, it will not be possible to meet that time limit and we are therefore writing to notify you of an extension of the time to make our decision, to Tuesday 13 August 2024.

This extension is required because consultations necessary to make a decision on your request with relevant staff members are such that a proper response 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 freephone 0800 802 602.

Yours sincerely



Claire O'Connell

Information Compliance Officer