

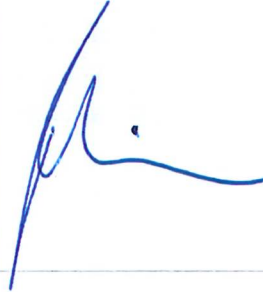
## Travel Business Case


Business case requirement	Details
Traveller name(s)	Mayor Wayne Brown
Destination(s)	Singapore
Purpose of the trip	Attend World Cities Summit
Justifiable reason and expected benefits Include relevant supporting documentation, e.g. emails, invitations, letters, weblinks, etc.	The Mayor has been personally invited to the biennial World Cities Summit (WCS) is a global platform for government leaders and industry experts to address liveable and sustainable city challenges, share integrated urban solutions and forge new partnerships. Since its inauguration in 2008, WCS has seen the participation of over 250 unique cities from around the world, represented by leaders from government, business, international organisations, and academia. The Summit typically spans three days, comprising the main conference and key highlights such as the Mayors Forum, WCS Young Leaders Symposium, the Science of Cities Symposium, the Lee Kuan Yew World City Prize, and an exhibition.
Travel dates	14-16 June, 2026
<u>All anticipated costs:</u>	No Charge – registration covered by the Summit organisers
<ul style="list-style-type: none"> <li>Conference/event/course registration</li> </ul>	
<ul style="list-style-type: none"> <li>Flights</li> </ul>	Return business flights(both legs over 9 hours) to Singapore with included discount code from the Summit flying Singapore Airlines shows approx. \$8000 return
<ul style="list-style-type: none"> <li>Accommodation – include number of nights</li> </ul>	No Charge – Hotel covered by the Summit.
<ul style="list-style-type: none"> <li>Meals</li> </ul>	No Charge – Main meals provided at conference & Summit hotel,
<ul style="list-style-type: none"> <li>Transport</li> </ul>	No Charge - Airport transfers provided by Summit
<ul style="list-style-type: none"> <li>Sundries</li> </ul>	
TOTAL ESTIMATED COSTS:	
Cost Centre	633100
Third Party funding details (if applicable)	


Details of any costs to be paid personally (if applicable)	
<p>Any other details (if applicable)</p> <p>Auckland Council prefers that you do not use your personal vehicle for work purposes. Use of personal vehicles for work purposes applies only if all other practical travel options have been assessed and deemed unsuitable, and requires authorisation from your Line Manager prior to use. Council group's insurance policy only provides insurance cover for fleet vehicles. See: Workplace Travel Vehicle Policy</p>	

**Travel Business case - Approvals**

- All travel must be approved by your people leader.
- Domestic travel - Tier 3 or Tier 2 manager or above must approve business case before any bookings are made.
- International travel - Must be approved by an ELT member and approved by the Chief Executive before any bookings are made.

Name	Phil Wilson	Signature	
Title	CE		
Date	11/3/26		

Name	Paul Connell	Signature	
Title	Chair – Audit & Risk Committee		
Date	11/3/26.		

Name	Megan Tyler	Signature	
Title	ELT: Director Policy, Planning and Governance		
Date	11 March 2026		