

**MINISTERIAL INTERNATIONAL TRAVEL REQUEST - BOWEN - NEW ZEALAND -
4 TO 5 DECEMBER 2025**

Acting Prime Minister, we recommend you:

1. Approve travel by the Hon Chris Bowen MP, Minister for Climate Change and Energy (Minister Bowen), to New Zealand from 4 to 5 December 2025, accompanied by one adviser

Approved / Not Approved

s 22(1)(a)(ii)

PENNY WONG

Date: 2-12-25

Comments:

TRAVEL SUMMARY

Travelling Party:	Minister Bowen and <u>one</u> adviser
Travel dates:	Thursday, 4 December to Friday, 5 December 2025
Key event(s):	Attend the 3 rd Australia-New Zealand 2+2 Climate and Finance Dialogue
Absent from:	N/a
Parliament:	Parliament is not scheduled to sit
Strategy:	s 33(a)(iii)
Notes:	Paragraph 4 on Risks and Sensitivities
SPA request:	Not Requested
Cost:	\$8,515
Acting Minister:	Senator the Hon Murray Watt, Minister for the Environment and Water is available to act – authorisation not required.
Previous travel:	Four trips have been undertaken in the last 12 months by Minister Bowen: • 15 to 25 November 2025 – Brazil • 11 to 17 October 2025 – India and China • 9 to 27 September 2025 – USA • 7 to 11 July 2025 – Tuvalu, Marshall Islands, Palau and Samoa
PM&C comment:	The Department of the Prime Minister and Cabinet (PM&C) supports the travel, accompanied by <u>one</u> adviser. Should you approve the travel, a draft response is at <u>Attachment A</u> for your office to convey your decision to the Minister's office.

KEY POINTS

1. Approval is sought by the Chief of Staff to Minister Bowen, for the Minister to travel to New Zealand from 4 to 5 December 2025 (Attachment B).
2. The purpose of the visit would be for Minister Bowen to participate in the Australian delegation's attendance at the 3rd Australia-New Zealand 2+2 Climate and Finance Dialogue.
 - a. On 26 November 2025, the Prime Minister approved attendance by the Hon Dr Jim Chalmers MP, Treasurer, to attend the Dialogue (MS25-000774 refers).
3. PM&C support the travel noting the following:
 - a. The meeting is key to progressing the agenda agreed between the Hon Anthony Albanese MP, Prime Minister, and New Zealand Prime Minister Christopher Luxon in August at the 2025 Australia-New Zealand Leaders' Meeting.

s 33(a)(iii)

SUPPLEMENTARY INFORMATION**Risks and Sensitivities**

s 47E(d) , s 47C

Financial Implications

The estimated total cost of this visit for Minister Bowen and one adviser is outlined below.

Commercial flights	\$6,400
Ground transport <i>Note: Ground Transport provided by Post.</i>	Nil
Accommodation	\$490
Meals and incidentals	\$206
20% Contingency	\$1,419
Total estimated costs (Minister Bowen and <u>one</u> adviser)	\$8,515

Consultation

PM&C DIVISIONS – International, Cabinet, ICE

s 22(1)(a)(ii)

Senior Adviser, Government Section
Parliament, Government and Honours Branch
Phone no: s 22(1)(a)(ii)
1 December 2025

Policy Officer: s 22(1)(a)(ii)

Phone no: s 22(1)(a)(ii)

Circulation

PM&C Secretary; DS, Governance and Corporate Group, *M Hehir*; DS, International and Security Group, *E Lawson*; FAS, Ministerial Support Division, *A Spyrou*; A/g FAS, International Division, *M Kachel*; FAS, Government Division, *A Walter*; AS, Parliament, Government and Honours Branch, *D Belgrove*; SA, Government Section, s 22(1)(a)(ii); s 47E(d) @pmc.gov.au
PMO Chief of Staff; s 22(1)(a)(ii). Advisers: s 22(1)(a)(ii)

ATTACHMENTS:

ATTACHMENT A DRAFT RESPONSE TO MINISTER BOWEN'S OFFICE

ATTACHMENT B INCOMING CORRESPONDENCE FROM MINISTER BOWEN'S OFFICE

PROTECTED CABINET

Classification 'Official: Sensitive'

Email to Minister Bowen's CoS (s 22(1)(a)(ii) @dcceew.gov.au); cc Tim Gartrell (tim.gartrell@pm.gov.au); Ministerial Travel (s 47E(d) @pmc.gov.au); Prime Minister's DLO (s 47E(d) @pm.gov.au); IPEA (overseastravel@ipea.gov.au); Minister's DLOs s 47E(d) @dcceew.gov.au); Acting Minister's CoS (s 22(1)(a)(ii) @dcceew.gov.au); EO to the Secretary of the Minister's Department s 22(1)(a)(ii) @dcceew.gov.au); s 22(1)(a)(ii) @pm.gov.au); s 22(1)(a)(ii) @pm.gov.au); s 22(1)(a)(ii) @pm.gov.au); s 22(1)(a)(ii) @pm.gov.au); s 22(1)(a)(ii) @pm.gov.au)

SUBJECT: APPROVAL – International Travel – Minister Bowen – New Zealand – 4 to 5 December 2025

Dear s 22(1)(a)(ii)

I refer to your correspondence dated 26 November 2025 seeking approval for the Hon Chris Bowen MP, Minister for Climate Change and Energy, to travel to New Zealand from 4 to 5 December 2025.

Senator the Hon Penny Wong, Acting Prime Minister, has asked me to convey to you that:

- She has approved Minister Bowen's travel to New Zealand from 4 to 5 December 2025, accompanied by one adviser.

s 47C , s 47E(d)

s 47E(d)

- It is noted that Senator the Hon Murray Watt, Minister for the Environment and Water will act as the Minister for Climate Change and Energy, while Minister Bowen is absent.
 - As Minister Watt is appointed to administer the Department of Climate Change, Energy, the Environment and Water, there is no requirement for an Instrument of Authorisation.
- Your office is responsible for giving the Independent Parliamentary Expenses Authority the details of the staff members who will accompany the Minister. Email advice should be sent to s 47E(d) @ipea.gov.au.

PROTECTED CABINET

- The [Ministerial International Travel Guidelines](#) (June 2025) are available from the Department of the Prime Minister and Cabinet website.

Kind regards

Ministerial International Travel Request Form

- This form is submitted to the Departmental Liaison Officer in the Prime Minister's Office with associated documents a **minimum of four** weeks prior to the proposed departure date.
 - Failure to meet this timeframe may mean that a Minister's international travel request is not approved.
 - The Chief of Staff to the Minister making this request is responsible for the accuracy of this form and makes this travel request on behalf of their Minister.
 - The Chief of Staff should send this form to the PMO DLO, or be cc'd in the email.
 - The templates attached should be used for all submissions.
- Please read the [Ministerial International Travel Guidelines \(the Guidelines\)](#) before completing this form.
- Travel approval is required **before**:
 - A Minister's participation in international engagements can be confirmed with third parties.
 - Media can be briefed on intended international travel / engagements.
- International travel on sitting days is not typically approved. Written confirmation from the Leader of the House or Chief Government Whip in the Senate is required when submitting this request.

Minister: The Hon Chris Bowen MP, Minister for Climate Change and Energy Is the minister travelling on behalf of another Minister? No If yes, who: Choose an item.	The Minister intends to depart Australia on: 4/12/2025 11:45 AM And return to Australia on: 5/12/2025 5:40 PM
Destination Country/ies: New Zealand Choose an item. Choose an item. Choose an item. Choose an item.	Method of Travel: Commercial If SPA is selected, please provide the following: Has the Department of Defence been consulted regarding cost and availability? Choose an item. Please provide costing for both SPA and Commercial flight options: SPA flights: \$AUD Commercial flights: \$AUD Please provide a justification as to why SPA flights are required: A justification <i>must</i> be provided where SPA has been selected, including the costs of alternate commercial options. It is mandatory that each request to undertake travel by SPA includes commercial flight options and associated costs. This also applies when in-principle agreement has been provided.
Key events and essential purpose of the travel:	

Minister Bowen's proposed travel to New Zealand for the 2+2 Climate and Finance Ministerial with Treasurer Chalmers will advance a key bilateral partnership and market for emerging clean energy technologies in our Pacific region.

s 33(a)(iii)

Background:

The annual dialogue between Australian and New Zealand Economic and Climate Change Ministers was announced at the 2022 Australia and New Zealand Leaders' Meeting (ANZLM). The dialogue focuses on navigating shared economic challenges presented by the transition to net zero and identifying concrete opportunities to collaborate on climate action.

Hosting of the Ministerial Dialogue is on a rotational basis - in 2023, the inaugural 2+2 Climate and Finance Ministerial Dialogue was held in Wellington, in 2024, Australia hosted New Zealand Ministers in Brisbane and in 2025 New Zealand is due to host again.

Key progress under the 2+2 Ministerial Dialogue over the past year include:

- New Zealand joining the Climate Club
- First steps taken on establishing a green shipping corridor - with Trans-Tasman industry roundtables feeding into a report with clear recommendations for government
- Foundational linkage made for a regional sustainable aviation fuel industry – with a new regional workstream established under the Jet Zero Council
- Deepening collaboration on methane emissions - through joint Aus-NZ research on livestock methane emissions
- Regulatory review into net zero barriers completed to support harmonisation

Estimated total costs:

\$8,515.20 AUD

Class of travel

Are the selected flights business class or lower? **Yes**

If not, please provide a reason:

Hotel rooms

Have standard rooms (or equivalent) been selected? **Yes**

If your quote does not indicate 'standard room', please provide a reason:

Absences from Parliament

Will the Minister be absent from Parliament? **No**

A copy of an email approving your Minister's leave from Parliament must be provided with this request.

Absences from Cabinet/Ministry Meetings

Will the Minister be absent from Cabinet, Cabinet Committee or Ministry meetings? **s 47C**

If yes, provide details:

Acting Arrangements

Senator the Hon Murray Watt, Minister for the Environment and Water will act from 4/12/2025 to 5/12/2025

Is an Instrument of Authorisation required? **No**

An Instrument of Authorisation is not required when the acting Minister is appointed to administer the same department(s) as the travelling Minister.

Assistant Ministers are not required to provide acting arrangements.

Typically, only Cabinet Ministers act for other Cabinet Ministers.

Accompanying (MoPS Act) staff

Typically, **only one MoPS staff member** travels overseas with Ministers.

Please provide the name and position of staff intending to travel with the Minister:

s 22(1)(a)(ii) – Senior Policy Advisor

If more than one MoPS staff member is requested: Please provide justification on why the additional staff member is required and why travelling Departmental / Post officials cannot provide the required support to the Minister.

Pre-departure security briefing

Ministers and staff are required to attend a security briefing prior to departure. Please provide details of the official in your Department who will complete your pre-departure security briefing.

Official's name:

Title:

Mobile:

Email:

S 47E(d)

Chief of Staff declaration:

- ☒ I have read and understood the Ministerial International Travel Guidelines.
- ☒ I understand that the Minister's attendance / participation in engagements listed in this application cannot be confirmed with third parties until travel approval has been provided.
- ☒ I confirm that the most cost-effective proposal has been put forward in line with the requirements and principles of the *Parliamentary Business Resources Act 2017* and associated Regulations.
- ☒ A full itinerary/program has been provided using the template below with key meetings confirmed.
- ☒ All costings have been provided using the template provided below.
- ☒ I have scheduled a pre-departure security briefing for my Minister and accompanying staff.

☐ **For Ministers planning to travel on Sitting Days:** I have attached authorisation for my Minister's leave from Parliament.

☐ **For Offices of Assistant Ministers only:** I have attached an email from the Chief-of-Staff for the relevant Cabinet Minister supporting this travel.

Name: s 22(1)(a)(ii)

Position: Chief of Staff

Date: 26/11/2025

Email: s 22(1)(a)(ii) @dcceew.gov.au

Phone: s 22(1)(a)(ii)

VISIT BY MINISTER BOWEN TO NEW ZEALAND

4 DECEMBER 2025 – 5 DECEMBER 2025

FLIGHT ITINERARY

Local Time **Thursday 4 December 2025**

1145 Depart Sydney, Australia on XXXX [Minister and adviser]

1650 Arrive Auckland, New Zealand [Minister and adviser]

Friday 5 December 2025

1605 Depart Auckland, New Zealand on XXXXX [Minister and adviser]

1740 Arrive Sydney, Australia

Note: Flight details may be incorporated into the draft program. Transit locations should be included.

VISIT BY MINISTER BOWEN TO NEW ZEALAND

4 DECEMBER 2025 – 5 DECEMBER 2025

COST ESTIMATES

ITEM	ESTIMATE (AUD)
Air Fares – Commercial	
Minister Business Class	\$3,200.00
Adviser Business Class	\$3,200.00
***current approx costings – no flights held	
	\$6,400.00
Ground transport –	
Vehicles provided by Post	
	\$0.00
	\$0.00
Accommodation*	
Auckland	
s 47E(d)	
Minister 1 Night @ \$245/night	\$245.00
Adviser 1 Night @ \$245/night	\$245.00
*Accommodation costing provided by Wellington Post	
	\$490.00
Meals and incidentals	
Minister @ \$63/day	\$126.00
Adviser @ \$40/day	\$80.00
	\$206.00
20% CONTINGENCY	\$1,419.20
TOTAL	\$8,515.20

VISIT BY MINISTER BOWEN TO NEW ZEALAND

4 DECEMBER 2025 – 5 DECEMBER 2025

DRAFT PROGRAM AS OF 20 NOVEMBER 2025

DAY 1	
Time (local)	
1145	Depart Sydney
1650	Arrive Auckland
1730	Transfer to s 47E(d) Airport facilitation TBC
1900	Dinner with Minister Watts
	END DAY 1

DAY 2	
Time (local)	
07:30	Breakfast briefing with Wellington Post High Commissioner Daniel Sloper [TBC]
08:30	Check-out and Transit to Auckland Museum
9 - 9:30	Pōwhiri /Mihi Whakatau – formal welcome of manuhiri (visitors)
9:30-9:45	Cup of tea and kai (food)
9:45 - 11:15	2+2 Ministerial Dialogue Venue: <i>Whaowhia Room</i>
11:15 - 11:45	Press conference briefing
11:45 - 12:15	Joint Press conference Venue: Auckland Museum Library
12:15-12:30	Transit to Lunch Venue(s)
12:30 - 13:45	Industry or Pacific lunch
13:50	Transfer to airport NB. need to allow 65-75 minutes for airport facilitation
16:05	Depart Auckland
17:40	Arrive Sydney
	END Day 2

NOTE: This form should not be signed until the travel request has been approved



*Acts Interpretation (Ministerial Acting Arrangements for the [XXX]
Portfolio) Authorisation (No. X) 20XX*

I, [NAME OF MINISTER], Minister for xxx, acting in accordance with sections 19 and 34AAB of the *Acts Interpretation Act 1901*, and all other powers thereunto enabling, as the case requires, hereby authorise [NAME OF ACTING MINISTER], Minister for xxx, to exercise, on my behalf, all my powers and functions, including powers and functions conferred on me by any law of the Commonwealth.

This instrument commences on [date] and ceases to have effect at the end of [date].

Dated
[Name]
Minister for xxx
