

Chief Executive Expenses, Gifts and Benefits Disclosure - summary & sign-off*

Organisation Name	Social Wellbeing Agency
Chief Executive**	Dorothy Adams
Disclosure period start***	1 July 2020
Disclosure period end***	30 June 2021
Agency totals check	Data and totals checked on all sheets
Chief Executive approval****	This disclosure has been approved by the Chief Executive
Other sign-off****	This disclosure has been approved by the Director Organisational Performance

This summary page updates automatically from the 'Travel', 'Hospitality', 'All other expenses', and 'Gifts and benefits' tabs.

Throughout this workbook, input cells are shaded light green.

Summary of expenses	Cost in NZ\$	GST inc / exc		Gifts and benefits	Count
Travel expenses	\$1,721.26	Figures exclude GST		Number offered	2
Hospitality	\$0.00	Figures exclude GST		Number accepted	2
Other expenses	\$4,456.63	Figures exclude GST		Number declined	0
International Travel	\$0.00	Figures exclude GST			
Domestic Travel	\$1,665.69	Figures exclude GST			
Local Travel	\$55.57	Figures exclude GST			
Notes					
* Headings on following tabs will pre populate with what you enter on this tab					
** Create a new workbook for a new Chief Executive					
*** Update if a shorter or different period is covered					
**** This disclosure must be approved by the Chief Executive and another appropriate party, e.g. Board Chair, Chief Financial Officer or Audit and Risk Committee member					

Chief Executive Expense Disclosure

Organisation Name	Social Wellbeing Agency
Chief Executive	Dorothy Adams
Disclosure period start	1 July 2020
Disclosure period end	30 June 2021
GST on costs	Figures exclude GST
Agency totals check	Data and totals on this worksheet checked and confirmed

International, domestic and local travel expenses

All expenses incurred by chief executive during international, domestic and local travel. Group expenses relating to each trip.

International Travel (including travel within NZ at beginning and end of overseas trip)

Date(s)*	Cost in NZ\$**	Purpose of travel (e.g. attending XYZ conference for 3 days)***	Type of expense (e.g. hotel, airfares, taxis, meals & for how many people)	Location(s)
No international travel for this period.				
Subtotal - international travel		\$0.00		

Domestic Travel (within NZ, including travel to and from local airport)

Date(s)*	Cost in NZ\$	Purpose of travel (e.g. visiting district office for two days...)***	Type of expense (e.g. hotel, airfares, taxis, meals & for how many people)	Location(s)
18 November 2020 - 19 November 2020		Institute of Directors NZ (IoD) Course Attendance		Auckland
	\$340.44		Airfare: Wellington to Auckland (return)	Auckland
	\$148.35		Taxi: Auckland Airport to Auckland CBD (return)	Auckland
	\$62.70		Taxi: Home to Wellington Airport (return)	Wellington
23 November 2020		External Stakeholder Meeting		Christchurch
	\$407.07		Airfare: Wellington to Christchurch (return)	Christchurch
	\$100.82		Car Rental	Christchurch
	\$27.13		Taxi: Wellington Airport to Home	Wellington
26 March 2021 - 27 March 2021		Meeting with Chief Science Advisor		Dunedin
	\$348.34		Airfare: Wellington to Dunedin (return)	Dunedin
	\$40.49		Car Rental	Dunedin
	\$138.26		Accommodation	Dunedin
	\$52.09		Taxi: Home to Wellington Airport (return)	Wellington
Subtotal - domestic travel		\$1,665.69		

Local Travel (within City, excluding travel to airport)

Date(s)*	Cost in NZ\$	Purpose of travel (e.g. meeting with Minister)***	Type of expense (e.g. taxi, parking, bus)	Location(s)
5 August 2020	\$14.87	Meeting with Minister	Taxi: Home - Parliament	Wellington
27 August 2020	\$14.61	SWC-OC-ROCC DCEs Meeting	Taxi: Oriental Bay - Thorndon	Wellington
17 September 2020	\$12.35	DPMC CEs Meeting	Taxi: Wellington CBD - Lambton Quay	Wellington
1 October 2020	\$13.74	SWC-OC-ROCC DCEs Meeting	Taxi: Wellington CBD - Thorndon	Wellington
Subtotal - local travel		\$55.57		

Total travel expenses **\$1,721.26**

Chief Executive Expense Disclosure

Organisation Name	Social Wellbeing Agency
Chief Executive	Dorothy Adams
Disclosure period start	1 July 2020
Disclosure period end	30 June 2021
GST on costs	Figures exclude GST
Agency totals check	Data and totals on this worksheet checked and confirmed

Hospitality Offered to Third Parties*

All hospitality expenses provided by the chief executive in the context of his/her job to anyone external to the Public Service or statutory Crown entities.

Date(s)**	Cost in NZ\$	Purpose of hospitality (e.g. hosting delegation from China, building relationships, team building)	Type of expense (what and for how many e.g. dinner for 5)	Location(s)
No hospitality offered for this period.				
Total hospitality expenses		\$0.00		

Chief Executive Expense Disclosure

Organisation Name	Social Wellbeing Agency
Chief Executive	Dorothy Adams
Disclosure period start	1 July 2020
Disclosure period end	30 June 2021
GST on costs	Figures exclude GST
Agency totals check	Data and totals on this worksheet checked and confirmed

All Other Expenses

*All other expenditure incurred by the chief executive that is not travel, hospitality or gifts.
Include e.g. phone and data costs, subscriptions, membership fees, conference fees, professional development costs, books and anything else.*

Date(s)*	Cost in NZ\$	Purpose of expense <small>(e.g. subscription part of employment agreement, development as agreed with SSC)</small>	Type of expense <small>(e.g. phone and data costs, membership fees)</small>	Location(s)
July 2020 - March 2021	\$3,307.50	Leadership Coaching Sessions for FY20/21	Monthly Coaching Session (\$350.00 per session)	Wellington
July 2020 - April 2021	\$210.00	Vodafone Phone Subscription for FY20/21	Monthly Phone Cost (\$21.00 per month)	Wellington
18 November 2020	\$939.13	Development as agreed with PSC - IoD - Strategy Essentials	Professional Development Course	Auckland
Total other expenses	\$4,456.63			

Chief Executive Gifts and Benefits Disclosure

Organisation Name	Social Wellbeing Agency
Chief Executive	Dorothy Adams
Disclosure period start	1 July 2020
Disclosure period end	30 June 2021
GST on values	Figures exclude GST
Agency totals check	Data and totals on this worksheet checked and confirmed

Gifts and Benefits over \$50 annual value

*Include all gifts, invitations to events and other hospitality, of \$50 or more in total value per year, offered to the chief executive by people external to the organisation.
Include all gifts, invitations or other hospitality **whether accepted or declined**.*

Date(s)*	Description (e.g. event tickets, etc.)	Was the gift accepted? (drop-down list in cell)	Offered by (who made the offer?)	Estimated value in NZ\$ (drop-down list in cell but provide specific value if possible)	Other comments (e.g. if given to others, whom?)
6-Apr-21	Unity Books Gift Voucher	Accepted	Staff of the Social Wellbeing Agency	\$100 - \$500	Farewell gift
8-Apr-21	Flowers	Accepted	Minister, Hon Carmel Sepuloni	Under \$100	Farewell gift
Total count of gift/benefit entries:		Offered	2	Check - there are no hidden rows with data	Check - each entry provides sufficient information
		Accepted	2		
		Declined	0		