

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

<b>Organisation Name</b>	Social Wellbeing Agency
<b>Chief Executive**</b>	Dorothy Adams
<b>Disclosure period start***</b>	1 July 2019
<b>Disclosure period end***</b>	30 June 2020
<b>Agency totals check</b>	Data and totals checked on all sheets
<b>Chief Executive approval****</b>	This disclosure has been approved by the Chief Executive
<b>Other sign-off****</b>	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
<b>Travel expenses</b>	<b>\$3,185.13</b>	Figures exclude GST	<b>Number offered</b>	<b>0</b>
<b>Hospitality</b>	<b>\$0.00</b>	Figures exclude GST	<b>Number accepted</b>	<b>0</b>
<b>Other expenses</b>	<b>\$4,452.00</b>	Figures exclude GST	<b>Number declined</b>	<b>0</b>
<b>International Travel</b>	<b>\$400.00</b>	Figures exclude GST		
<b>Domestic Travel</b>	<b>\$2,716.08</b>	Figures exclude GST		
<b>Local Travel</b>	<b>\$69.05</b>	Figures exclude GST		

## Chief Executive Expense Disclosure

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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)
6 May 2020 - 22 May 2020	\$400.00	Executive Education Course International Travel	Airfare Cancellation Fee	Boston, USA
<b>Subtotal - international travel</b>	<b>\$400.00</b>	<b>Check - there are no hidden rows with data</b>	<b>Check - each entry provides sufficient information</b>	

#### 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)
<b>5 September 2019</b>		<b>AI - Data &amp; Ethics Seminar and Meeting with The Southern Initiative</b>		<b>Auckland</b>
	\$678.50		Airfare: Wellington to Auckland (return)	Auckland
	\$68.54		Car Rental	Auckland
	\$68.01		Taxi: SWA Office to Wellington Airport (return)	Wellington
<b>1 December 2019 - 3 December 2019</b>		<b>Chief Science Advisor Support - Otago Uni 19 Distinguished Research Medal</b>		<b>Dunedin</b>
	\$338.68		Airfare: Wellington to Dunedin (return)	Dunedin
	\$119.65		Car Rental	Dunedin
	\$299.41		Accommodation	Dunedin
	\$58.25		Taxi: Home to Wellington Airport (return)	Wellington
<b>6 December 2019</b>		<b>External Stakeholder Meetings</b>		<b>Auckland</b>
	\$361.49		Airfare: Wellington to Auckland (return)	Auckland
	\$47.92		Car Rental	Auckland
	\$53.82		Taxi: Home to Wellington Airport (return)	Wellington
<b>19 February 2020 - 22 February 2020</b>		<b>SWA Launch with Minister</b>		<b>Auckland</b>
	\$378.35		Airfare: Wellington to Auckland (return)	Auckland
	\$214.95		Car Rental	Auckland
	\$28.51		Taxi: Home to Wellington Airport	Wellington
<b>Subtotal - domestic travel</b>	<b>\$2,716.08</b>	<b>Check - there are no hidden rows with data</b>	<b>Check - each entry provides sufficient information</b>	

#### 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)
22 August 2019	\$59.92	State Services Leadership Team Retreat	Car Hire	Ohariu
4 July 2019	\$9.13	Leadership Team Workshop	Taxi: SWA Office to Te Wharewaka o Pōneke	Wellington
<b>Subtotal - local travel</b>	<b>\$69.05</b>	<b>Check - there are no hidden rows with data</b>	<b>Check - each entry provides sufficient information</b>	

**Total travel expenses**                      **\$3,185.13**

## Chief Executive Expense Disclosure

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### 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.				
<b>Total hospitality expenses</b>	<b>\$0.00</b>			

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### 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 (e.g. subscription part of employment agreement, development as agreed with SSC)	Type of expense (e.g. phone and data costs, membership fees)	Location(s)
August 2019 - June 2020	\$4,200.00	Leadership Coaching Sessions for FY19/20	Monthly Coaching Session (\$350.00 per session)	Wellington
July 2019 - June 2020	\$252.00	Vodafone Phone Subscription for FY19/20	Monthly Phone Cost (\$21.00 per month)	Wellington
<b>Total other expenses</b>	<b>\$4,452.00</b>			

## Chief Executive Gifts and Benefits Disclosure

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### 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?)
No gifts received for this period					
Total count of gift/benefit entries:		Offered	0	Check - there are no hidden rows with data	Check - each entry provides sufficient information
		Accepted	0		
		Declined	0		