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

**Organisation Name** 

Chief Executive\*\*

Disclosure period start\*\*\*

Disclosure period end\*\*\*

Agency totals check

Chief Executive approval\*\*\*\*

Other sign-off\*\*\*\*

External Reporting Board

Warren Allen

1 July 2019

13 December 2019

Data and totals checked on all sheets

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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 blue.

Summary of expenses	Cost in NZ\$	GST inc / exc	Gifts and benefits	Count
Travel expenses	\$4,511.51	Figures exclude GST	Number offered	3
Hospitality	\$0.00	Figures exclude GST	Number accepted	1
Other expenses	\$810.45	Figures exclude GST	Number declined	2
International Travel	\$1,938.37	Figures exclude GST		
Domestic Travel	\$2,573.14	Figures exclude GST		
Local Travel	\$0.00	Figures exclude GST		
Notes				
* Headings on following tabs will pre po ** Create a new workbook for a new Ch		b		
*** Update if a shorter or different perio				

<sup>\*\*\*\*</sup> 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**

GST on costs Disclosure period end Disclosure period start Chief Executive **Organisation Name** Agency totals check Figures exclude GST Warren Allen 1 July 2019

13 December 2019

External Reporting Board

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)	id of overseas trip)	
Date(s)*	C	Cost in NZ\$** Purpose of travel (e.g. attending XYZ conference for 3 days)***	Type of expense  (e.g. hotel, airfares, laxis, meals & for how many people)	Location(s)
	31/07/2019 - 1/08/2019	\$748.43 International Intergrated Reporting Council (Meeting with Chair) / Business Reporting	Flights	Sydney
	31/07/2019 - 1/08/2019	\$273.82 International Intergrated Reporting Council (Meeting with Chair) / Business Reporting Leadership forum	Accomodation (IBIS)	Sydney
	31/07/2019 - 1/08/2019	\$42.77 International Intergrated Reporting Council (Meeting with Chair) / Business Reporting Leadership forum	Taxis	Sydney
	31/07/2019 - 1/08/2019	\$27.81 International Intergrated Reporting Council (Meeting with Chair) / Business Reporting Leadership forum	Taxis	Sydney
	3/09/2019 - 4/09/2019	\$21.44 Financial Reporting Council Meeting	Skybus	Melbourne
	3/09/2019 - 4/09/2019	\$15.65 Financial Reporting Council Meeting	Skybus	Auckland
	3/09/2019 - 4/09/2019	\$166.42 Financial Reporting Council Meeting	Accomadation (Alto on Bourke)	Melbourne
	3/09/2019 - 4/09/2019	\$242.11 Financial Reporting Council Meeting	Flights	Wellington to Melbourne
	3/09/2019 - 4/09/2019	\$399.92 Financial Reporting Council Meeting	Flights	Melbourne to Auckland

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## Total travel expenses

- \* Any non-standard date format or date outside 1 July 2018 30 June 2019 will raise an alert. Check entry and select 'Yes' to accept/continue.
  \*\*\* Note that GST may not apply to overseas purchases.
  \*\*\* Please include sufficient information to explain the trip and its costs including destination and duration.

Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.

Group expenditure relating to each overseas trip.

Subtotals and totals will appear automatically once you put information in rows above.

Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A) for each travel category (local, domestic and international).

	Chief Executive Expense Disclosure	sure
Organisation Name	External Reporting Board	
Chief Executive	Warren Allen	
Disclosure period start	1 July 2019	
Disclosure period end	13 December 2019	
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	al 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)
Total hospitality expenses	\$0.00 Check - there are no hidden rows with data	Chack - ason entry provides sufficient information
Notes		
* Third parties include people and orga  ** Any non-standard date format or da	* Third parties include people and organisations external to the public service or statutory Crown entities. ** Any non-standard date format or date outside 1 July 2018 - 30 June 2019 will raise an alert. Check entry and select 'Yes' to accept/continue.	
Insert additional rows as needed: right	Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.	
I otal cost will appear automatically office you put inflormation in fows above.  Mark clearly if there is no information to disclose - provide a note to this effe	I otal cost will appear automatically once you put illibritiation in rows above.  Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).	
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## Agency totals check GST on costs Disclosure period end Disclosure period start Chief Executive **Organisation Name** Figures exclude GST External Reporting Board Data and totals on this worksheet checked and confirmed 13 December 2019 Warren Allen 1 July 2019 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. **Chief Executive Expense Disclosure** All Other Expenses

Date(s)* Cc	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)
23 July 2019	\$26.35 Cellphone		New Zealand
26 July 2019	\$600.00 Public Finance Act Forum - VUW	e Fee	Wellington
23 August 2019	\$14.00 Cellphone	Cellphone and Roaming	New Zealand / Australia
23 August 2019	\$26.35 Cellphone	Cellphone	New Zealand
23 September 2019	\$14.00 Cellphone	Cellphone and Roaming N	New Zealand / Australia
23 September 2019	\$28.05 Cellphone	Cellphone	New Zealand
23 October 2019	\$14.00 Cellphone	Cellphone and Roaming N	New Zealand / Australia
23 October 2019	\$26.35 Cellphone	Cellphone	New Zealand
23 November 2019	\$35.00 Cellphone	Cellphone and Roaming N	New Zealand / Australia
23 November 2019	\$26.35 Cellphone		New Zealand
Total other expenses	\$810.45 Check - there are you hidden rows with data	Chack - sach eiting provides sufficient infor	vnedion
Notes			
Any non-standard date for that or date outside	Ally non-standard date formation date observed to the contract of the contract		
Insert additional rows as needed: right click on	Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.		
Total cost will appear automatically once you put information in rows above.	but information in rows above.		
Mark clearly if there is no information to disclos	Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).		