

Chief Executive Expense Disclosure

Organisation Name	Heritage New Zealand Pouhere Taonga
Chief Executive	Andrew Coleman
Disclosure period	17 October 2016 to 30 June 2017

International, domestic and local travel expenses

All expenses incurred by CE during international, domestic and local travel. For international travel, group expenses relating to each trip.

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

Date(s)	Cost (NZ\$) (exc GST / inc GST)***	Purpose of trip (eg attending XYZ conference for 3 days)****	Nature (eg hotel, airfares, taxis, meals & for how many people, other costs)
7-May-17	823.59	Officials and Chairs of Heritage Agencies Australia and New Zealand	Flight return Wn-Adelaide-Wn
7-May-17	855.33	Officials and Chairs of Heritage Agencies Australia and New Zealand	Accommodation Adelaide
7-May-17	54.85	Officials and Chairs of Heritage Agencies Australia and New Zealand	Taxi
7-May-17	8		FCM Booking Fee
7-May-17	38.31	Officials and Chairs of Heritage Agencies Australia and New Zealand	Dinner - on Credit Card
Sub total	\$1,780.08		

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

Date(s)	Cost (\$) (exc GST / inc GST)***	Purpose (eg visiting district office for two days...) ****	Nature (eg hotel, airfare, meals & for how many people, other costs)
2-Nov-16	851.66	Staff Strategy Session	Flight return Wn-Ch-Dn-Wn
2-Nov-16	442.17	Staff Strategy Session	Accommodation DN - 3 staff
2-Nov-16	52.71	Staff Strategy Session	Rental Car
3-Nov-16	259.14	Staff Strategy Session	Accommodation Oamaru - 3 staff
3-Nov-16	97.83	Airport Parking	Mastercard
16-Nov-16	1221.26	Staff Strategy Session	Flight return Wn-Ak-KKE-Ak-Wn
16-Nov-16	276.52	Staff Strategy Session	Accommodation Kerikeri
16-Nov-16	53.8	Staff Strategy Session	Rental Car
16-Nov-16	57.39	Airport Parking	Mastercard
22-Nov-16	881.52	Staff Strategy Session	Wn-Ak-TRG-Wn
22-Nov-16	32.61	Airport Parking	Mastercard
30-Nov-16	814.74	Launch of Landmarks - representing Minister	Flight return Wn-Ak-KKE-Ak-Wn
30-Nov-16	276.52	Launch of Landmarks - representing Minister	Accommodation Kerikeri
30-Nov-16	156.49	Launch of Landmarks - representing Minister	Rental Car
30-Nov-16	97.83	Airport Parking	Mastercard
28-Dec-16	421.74	Attend Staff Funeral Wn - From Dunedin	Travel to Wn - booked on Mastercard
28-Dec-16	220.38	Attend Staff Funeral Wn - From Dunedin	Taxi to/from Airport
29-Dec-17	24.35	Airport Parking	Mastercard
9-Jan-17	100.36	Blessing Service MM and Thames School of Mines Visit	Flight return Wn-Ak-Wn
9-Jan-17	155.44	Thames School of Mines Visit	Accommodation Thames
10-Jan-17	67.83	Airport Parking	Mastercard
2-Feb-17	818.93	Minister Visit to Northern Landmark Properties	Flight return Wn-Ak-KKE-Ak-Wn
2-Feb-17	453.48	Minister Visit to Northern Landmark Properties	Accommodation BOI 2 night
2-Feb-17	85.22	Airport Parking	Mastercard
6-Feb-17	358.49	Waitangi Day	Flight KKE-Ak
7-Feb-17	143.84	Heritage Meetings Auckland	Flight return Wn-Ak-Wn
7-Feb-17	155.53	Heritage Meetings Auckland	Taxi to/from airport
7-Feb-17	33.91	Airport Parking	Mastercard
20-Feb-17	15.22	Airport Parking- cancelled flight	Mastercard
24-Feb-17	440.64	Te Matatini	Mileage
25-Feb-17	238.26	Te Matatini	Accommodation Napier
22-Mar-17	473.05	Christchurch Regional visit/meeting	flight Wn-CHCH-Wn
22-Mar-17	195.65	Christchurch Regional visit/meeting	Accommodation CHCH
23-Mar-17	49.45	Christchurch Regional visit/meeting	Taxi to/from airport

23-Mar-17	67.83	Airport Parking	Mastercard
4-Apr-17	492.48	Auckland University CLD Meetings	Flight return Wn-Ak-Wn
4-Apr-17	137.93	Auckland University CLD Meetings	Taxi to/from airport
4-Apr-17	42.61	Airport Parking	Mastercard
23-May-17	612.19	Rangihoua Board Meeting Kerikeri and Antarctic Heritage Trust Board meeting Auckland	Flight Wn-Akl-KK-Akl-Wn
26-May-17	134.2	Rangihoua Board Meeting Kerikeri and Antarctic Heritage Trust Board meeting Auckland	Accommodation AKL
25-May-17	151.52	Rangihoua Board Meeting Kerikeri and Antarctic Heritage Trust Board meeting Auckland	Taxi to/from airport
26-May-17	67.83	Airport parking	Mastercard
8-Jun-17	554.78	Parihaka commemorative signing	Flight Wn-NPL-Akl-Wn
8-Jun-17	134.78	Parihaka commemorative signing	Accommodation NPL
9-Jun-17	54.35	Airport Parking	Mastercard
22-Jun-17	86.11	Attend NZAA Conference - Thames	Rental Car AKL
22-Jun-17	311.31	Attend NZAA Conference - Thames	Flight return Wn-Ak-Wn
23-Jun-17	36.52	Airport Parking	Mastercard
5-Jul-17	377.39	Timeball Project meeting	Flight Wn-CHCH-Wn
Numerous	431.23	Travel FCM Bookings Fees	
Sub total		\$13,717.02	
Local Travel (within City, excluding travel to airport)			
Date	Cost (\$ (exc GST / inc GST)***	Purpose (eg meeting with Minister) ****	Nature (eg taxi, parking, bus)
various	37.11	various	taxi various
Sub total		\$37.11	
Total travel expenses		\$15,534.21	
Notes			
* Headings on following tabs will pre populate with what you enter on this tab			
** Group expenditure relating to each overseas trip			
*** Delete what's inapplicable. Be consistent - all GST exclusive or all GST inclusive			
**** Please include sufficient information to explain the trip and its costs including destination and duration.			
Sub totals and totals will appear automatically once you put information in rows above.			
Mark clearly if there is no information to disclose.			

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Hospitality

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

Hospitality Offered to Third Parties

Date	Cost (\$) (exc GST / inc GST)**	Purpose (eg, hosting delegation from China)	Nature (what and for how many eg dinner for 5)	Reason (eg building relationships, team building)	Location/s
No hospitality provided during this period					

Total expenses	\$0.00
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Notes	
Third parties include people and organisations external to the public service or statutory Crown entities.	
* Headings on this tab will be pre populated with what you enter on the Travel tab	
** Delete what's inapplicable. Be consistent - all GST exclusive or all GST inclusive	
Total cost will appear automatically once you put information in rows above.	
Mark clearly if there is no information to disclose.	

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Gifts and Benefits over \$50 annual value**

All gifts, invitations to events and other hospitality, of \$50 or more in total value per year, offered to the CE by people external to the organisation

Gifts and hospitality

Date	Description ** (e.g. event tickets, etc)	Offered by (who made the offer?)	Estimated value (NZ\$) (exc GST / inc GST)***	Comments
No gifts received during this period				

Total gifts & benefits	No. of items = 0		\$0.00
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Notes				
* Headings on this tab will be pre populated with what you enter on the Travel tab				
** All gifts, invitations to events and other hospitality, of \$50 or more in total value per year, offered to the CE by people external to the organisation				
A one-off offer of something worth \$25 is not included, but if the offer is made more than once a year, it should be disclosed.				
Include items such as invitations to functions and events, event tickets, gifts from overseas counterparts and commercial organisations (including that accepted by immediate family members).				
*** Mark clearly if cost include GST or not. Be consistent - all GST exclusive or all GST inclusive				
Estimated total value will appear automatically once you put information in rows above.				
Mark clearly if there is no information to disclose.				

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All Other Expenses**

All other expenditure incurred by the chief executive that is not travel, hospitality or gifts

All Other Expenses

Date	Cost (\$)**** (exc GST / inc GST)	Nature ***	Comment / explanation ***	Location
Total period charges July-Oct 2016 (acting CE)	228.01	Mobile Phone		
Total Period Charges Nov 2016-July 2017 (A Coleman)	674.61	Mobile Phone		
Total other expenses	\$902.62			

Notes

* Headings on this tab will be pre populated with what you enter on the Travel tab

** Include eg phone and data costs, subscriptions, membership fees, conference fees, professional development costs, books and anything else

*** Delete what's inapplicable. Be consistent - all GST exclusive or all GST inclusive

*** e.g. subscription part of employment agreement, development as agreed with SSC

Total cost will appear automatically once you put information in rows above.

Mark clearly if there is no information to disclose.