

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

Organisation Name	Public Trust
Chief Executive**	Glenys Talivai
Disclosure period start***	1 July 2020
Disclosure period end***	30 June 2021
Agency totals check	Data and totals have not yet been checked and confirmed for any sheet
Chief Executive approval****	This disclosure has been approved by the Chief Executive
Other sign-off****	Type here who else has approved this disclosure

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	\$10,468.35	Figures exclude GST		Number offered	10
Hospitality	\$160.52	Figures exclude GST		Number accepted	5
Other expenses	\$9,116.97	Figures exclude GST		Number declined	5
International Travel	\$0.00	Figures exclude GST			
Domestic Travel	\$10,159.17	Figures exclude GST			
Local Travel	\$309.18	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	Public Trust
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Disclosure period start	1 July 2020
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GST on costs	Figures exclude GST
Agency totals check	

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)
Subtotal - international travel		\$0.00	Check - there are no hidden rows with data	Check - each entry provides sufficient information

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)
13 August 2020	\$40.00	Change Fee Domestic Offline	Travel Booking Fees	
	\$5.00	New Booking Fee Web	Travel Booking Fees	
	\$20.00	Cancellation Fee	Travel Booking Fees	
	\$20.00	Change Fee	Travel Booking Fees	
	\$10.00	Refund Fee	Travel Booking Fees	
	\$394.28	Wellington Office Opening	Airfares	AKL/WLG/AKL
	(\$394.28)	Wellington Office Opening Cancelled	Travel Booking Fees	
30 August 2020	\$19.60	New Booking Fee	Travel Booking Fees	
	\$290.98	Wellington Office Opening	Travel Booking Fees	
30 September 2020	\$20.57	Wellington Office Opening	Uber	WLG
	\$35.83		Taxi	WLG
	\$4.00		Travel Booking Fee	AKL:
	\$40.87		Airport Parking	AKL
20 October 2020	\$14.12	INFINZ Awards	Uber	AKL
	\$20.65		Uber	AKL
28 October 2020	\$43.74	Treasury and TG McCarthy Meeting	Taxi	WLG
	\$220.17		Accommodation	WLG
	\$402.89		Airfares	AKL/WLG/AKL
	\$194.09		Accommodation	WLG
	\$73.01		Airport Parking	AKL
	\$4.00	Chargeback Fee	Travel Booking Fee	
	\$19.60	New Booking Fee	Travel Booking Fee	AKL
29 October 2020	\$30.61	Treasury and TG McCarthy Meeting	Taxi	WLG
	\$18.96		Taxi	WLG
9 November 2020	\$19.60	New Booking Fee	Travel Booking Fee	

	\$316.80	Spirit of Service Awards	Airfares	AKL/WLG/AKL
	\$19.29		Uber	WLG
	\$36.52		Taxi	WLG
	\$73.04		Airport Parking	AKL
	\$201.74		Accommodation	WLG
	\$4.00	Chargeback Fee	Travel Booking Fee	
	\$4.00		Travel Booking Fee	
11 November 2020	\$47.25	Internal leadership development course	Uber	AKL
18 November 2020	\$53.37	Wellington visit	Airfares	AKL/WLG/AKL
	\$589.70		Airfares	AKL/WLG/AKL
	\$35.74		Taxi	WLG
	\$36.56		Uber	WLG
	\$40.87		Airport Parking	AKL
	\$20.00	Change Fee	Travel Booking Fee	
	\$20.00		Travel Booking Fee	
	\$19.60	New Booking Fee	Travel Booking Fee	
	\$4.00	Chargeback Fee	Travel Booking Fee	
2 December 2020	\$39.13	CTS End of Year Client Function	Taxi	WLG
	\$690.43		Airfares	AKL/WLG/AKL
	\$73.04		Airport Parking	AKL
	\$214.22		Accommodation	WLG
	\$20.00	Change Fee	Travel Booking Fee	
	\$5.00	New Booking Fee	Travel Booking Fee	
	\$4.00	Chargeback Fee	Travel Booking Fee	
	\$4.00		Travel Booking Fee	
3 December 2020	\$20.51	CTS End of Year Client Function	Uber	WLG
	\$24.90	Breakfast Chairman	Meal for 2	WLG
17 December 2020	\$3.96	Reimbursed	Uber	
22 December 2020	\$12.37	Reimbursed	Uber	
14 January 2021	\$10.43	Wellington Visit	Taxi	WLG
	\$35.83		Taxi	WLG
	\$41.22		Taxi	WLG
	\$351.24		Airfares	AKL/WLG/AKL
	\$40.87		Airport Parking	AKL
	\$19.60	New Booking Fee	Travel Booking Fee	
	\$4.00	Chargeback Fee	Travel Booking Fee	
11 February 2021	\$25.00	New Booking Fee	Travel Booking Fee	
	\$179.92	Select Committee Meeting Preparation	Airfares	AKL/WLG
	\$38.00		Taxi	WLG
	\$73.04		Airport Parking	AKL
	\$256.39		Accommodation	WLG
	\$4.00	Chargeback Fee	Travel Booking Fee	
12 February 2021	\$179.92	Select Committee Meeting Preparation	Airfares	WLG/AKL
	\$17.81		Uber	WLG
23 February 2021	\$53.39	Client Meeting	Taxi	CHC
	\$27.09		Uber	CHC
	\$394.28		Airfares	AKL/CHC/AKL
	\$40.87		Airport Parking	AKL
	\$19.60	New Booking Fee	Travel Booking Fee	
	\$4.00	Chargeback Fee	Travel Booking Fee	
24 February 2021	\$20.00	Domestic Change Fee	Travel Booking Fee	
	\$20.00		Travel Booking Fee	
	\$20.00		Travel Booking Fee	
	\$4.00	Chargeback Fee	Travel Booking Fee	
	\$4.00		Travel Booking Fee	
	\$4.00		Travel Booking Fee	
	\$40.00	Select Committee Meeting	Taxi	WLG

7 December 2020	\$22.39	CTS End of Year Client Function - Auckland	Parking	AKL
26 February 2021	\$17.87	Board Meeting	Parking	AKL
9 March 2021	\$9.43	Aotearoa Circle Hui	Uber	AKL
	\$9.73	Aotearoa Circle Hui	Uber	AKL
25 March 2021	\$12.03	Executive Offsite	Uber	AKL
26 March 2021	\$8.70	Executive Offsite	Parking	AKL
8 April 2021	\$10.87	Client Meeting	Parking	AKL
13 April 2021	\$9.22	Client Meeting	Parking	AKL
23 April 2021	\$19.13	Property site visit	Parking	AKL
7 May 2021	\$10.96	Client Meeting	Parking	AKL
13 May 2021	\$14.33	Property Site Visit	Parking	AKL
18 May 2021	\$42.58	INFINZ Awards	Uber	AKL
	\$16.68	INFINZ Awards	Uber	AKL
20 May 2021	\$17.87	Public Trust Board Meeting	Parking	AKL
28 May 2021	\$28.66	CTS Leadership Event	Parking	AKL
10 June 2021	\$26.57	Westpac Support of Shine Lunch	Parking	AKL
23 June 2021	\$14.33	Client Meeting	Parking	AKL
Subtotal - local travel		\$309.18	Check - there are no hidden rows with data	Check - each entry provides sufficient information

Total travel expenses **\$10,468.35**

Notes

* Any non-standard date format or date outside 1 July - 30 June 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

Organisation Name	Public Trust
Chief Executive	Glenys Talivai
Disclosure period start	1 July 2020
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GST on costs	Figures exclude GST
Agency totals check	

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)
18 March 2021	\$93.13	Client Meeting	Meal for 2	AKL
7 May 2021	\$55.65	Client Breakfast	Meal for 2	AKL
22 June 2021	\$11.74	Partner / supplier meeting	Coffee/Tea for 3	AKL

Total hospitality expenses	\$160.52	Check - there are no hidden rows with data	Check - each entry provides sufficient information
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Notes	<p>* Third parties include people and organisations external to the public service or statutory Crown entities.</p> <p>** Any non-standard date format or date outside 1 July - 30 June will raise an alert. Check entry and select 'Yes' to accept/continue.</p> <p>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.</p> <p>Total cost will appear automatically once you put information in rows above.</p> <p>Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).</p>	
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GST on costs	Figures exclude GST
Agency totals check	

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)
29 July 2020	\$4.37	BNZ Monthly Account Fee	Bank Fees	
	\$38.00	2Degrees phone and data costs	Phone and Data Costs	
14 August 2020	\$123.26	Legal Geek Conference Online 2020	Conference Fee	Auckland
27 August 2020	\$6,000.00	Stanford School - Virtual Learning Labs - Design Futures	Tuition Fee	Auckland
28 August 2020	\$4.37	BNZ Monthly Account Fee	Bank Fees	
	\$38.00	2Degrees phone and data costs	Phone and Data Costs	
22 September 2020	\$90.82	Lunch - Mentoring Session	Coaching & Development Session with PT Staff	Auckland
24 September 2020	\$50.43	Lunch - Executive	Meal for 2	Auckland
29 September 2020	\$4.37	BNZ Monthly Account Fee	Bank Fees	
	\$38.00	2Degrees phone and data costs	Phone and Data Costs	
29 October 2020	\$4.37	BNZ Monthly Account Fee	Bank Fees	
	\$38.00	2Degrees phone and data costs	Phone and Data Costs	
27 November 2020	\$4.37	BNZ Monthly Account Fee	Bank Fees	
	\$38.00	2Degrees phone and data costs	Phone and Data Costs	
30 November 2020	\$808.70	End of Year Board Dinner	Meal for 15	AKL
4 December 2020	\$225.22	Farewell Lunch - General Manager Retail	Meal for 7	AKL
15 December 2020	\$605.22	End of Year Exec and EAs Lunch	Meal for 12	AKL
30 December 2020	\$4.37	BNZ Monthly Account Fee	Bank Fees	
	\$38.00	2Degrees phone and data costs	Phone and Data Costs	
28 January 2021	\$4.37	BNZ Monthly Account Fee	Bank Fees	
	\$38.00	2Degrees phone and data costs	Phone and Data Costs	
11 February 2021	\$32.01	Lunch with Executive	Meal for 2	WLG
12 February 2021	\$20.45	Breakfast - Treasury, Minister and Justice Meeting	Meal	WLG
25 February 2021	\$4.37	BNZ Monthly Account Fee	Bank Fees	
	\$38.00	2Degrees phone and data costs	Phone and Data Costs	
26 March 2021	\$26.09	Coffee for Executive Offsite	Coffees for 9	AKL
29 March 2021	\$4.37	BNZ Monthly Account Fee	Bank Fees	
	\$38.00	2Degrees phone and data costs	Phone and Data Costs	
29 April 2021	\$4.37	BNZ Monthly Account Fee	Bank Fees	
	\$38.00	2Degrees phone and data costs	Phone and Data Costs	
3 May 2021	\$473.91	Institute of Directors Subscription	Member Subscription	
12 May 2021	\$17.64	Staff Coffees for New Plymouth Office	Coffees for 9	NPL
18 May 2021	\$35.65	Client Meeting	Meal for 2	AKL
28 May 2021	\$4.37	BNZ Monthly Account Fee	Bank Fees	
	\$38.00	2Degrees phone and data costs	Phone and Data Costs	
22 June 2021	\$30.43	Breakfast meeting with Public Trust senior leader	Meal for 2	AKL
	\$68.70	Cake for team celebration	Meal for 8	AKL

29 June 2021	\$4.37	BNZ Monthly Account Fee	Bank Fees
	\$38.00	2Degrees phone and data costs	Phone and Data Costs
Total other expenses	\$9,116.97	Check - there are no hidden rows with data	Check - each entry provides sufficient information
Notes			
* Any non-standard date format or date outside 1 July - 30 June will raise an alert. Check entry and select 'Yes' to accept/continue.			
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.			
Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).			

Chief Executive Gifts and Benefits Disclosure

Organisation Name	Public Trust
Chief Executive	Glenys Talivai
Disclosure period start	1 July 2020
Disclosure period end	30 June 2021
GST on values	
Agency totals check	

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?)
20 October 2020	INFINZ Industry Awards - Public Trust award sponsor	Accepted	INFINZ	\$100 - \$500	Corporate Trustee client event
9 November 2020	Spirit of Service Awards	Accepted	Te Kawa Mataaho Public Services Commission	\$100 - \$500	
1 February 2021	Safer Credit & Financial Inclusion Partnership	Declined	Financial Services Federation	Under \$100	
4 February 2021	ETNZ America's Cup	Declined	Spark New Zealand	\$100 - \$500	
12 February 2021	New Zealander of the Year	Declined	KiwiBank	\$100 - \$500	
10 March 2021	Aotearoa Circle Hui	Accepted	The Aotearoa Circle	Under \$100	
18 May 2021	INFINZ Awards	Accepted	INFINZ	\$100 - \$500	Corporate Trustee client event
19 May 2021	Battle of the Suits	Declined	Anthem	\$100 - \$500	
26 May 2021	The AI Debate: AI Delivers Better Customer Experience Than Humans	Declined	Ambit and NZME	Under \$100	
10 June 2021	Westpac Support of Shine Lunch	Accepted	Westpac	Under \$100	

Total count of gift/benefit entries:	Offered	10	Check - there are no hidden rows with data	Check - each entry provides sufficient information
	Accepted	5		
	Declined	5		

Notes

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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.

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).

Include gifts and benefits that are declined.

Number of gifts/benefits will update 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).