

Chief Executive Expense Disclosure

Organisation Name	Social Workers Registration Board
Chief Executive	Sarah Clark
Disclosure period	1 July 2017 to 30 June 2018 (or specify applicable part year)*

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 (\$NZD) (exc GST)***	Purpose of trip (eg attending XYZ conference for 3 days)****	Nature (eg hotel, airfares, taxis, meals & for how many people, other costs)
		Clear conference Melbourne	
Dec 2017	782.00	Flights - CLEAR conference Melbourne	Flights
Dec 2017	700.00	CLEAR conference fee Melbourne	Conference fee
Dec 2017	1,330.00	Per diem allowance \$AUD 1,200 3 days	Accommodation, meals and transport 3 days
Sub total	\$2,812.00		

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

Date(s)	Cost (\$) (exc GST)***	Purpose (eg visiting district office for two days...) ****	Nature (eg hotel, airfare, meals & for how many people, other costs)
June 2018	132.89	rental car Rotorua Speaking engagement	
Sub total	\$132.89		

Local Travel (within City, excluding travel to airport)

Date	Cost (\$) (exc GST)***	Purpose (eg meeting with Minister) ****	Nature (eg taxi, parking, bus)
7/8th June	467.00	travel to Rotorua for forum with stakeholders	flights
22-Feb	192.00	travel to Auckland to meet stakeholders	flight
Sub total	\$659.00		

Total travel expenses \$3,603.89

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)**	Purpose (eg, hosting delegation from China)	Nature (what and for how many eg dinner for 5)	Reason (eg building relationships, team building)	Location/s
11/01/2018	7.13		Coffee	Meeting with Nursing Council	Wellington
20/02/2018	8.35		Coffee	Meeting with ANZASW	Wellington
22/02/2018	47.57		Meal	Meeting with Auckland University	Auckland
06/04/2018	7.83		Coffee	Meeting with Superu	Wellington
01/05/2018	8.35		Coffee	Meeting with ANZASW	Wellington

Total expenses	\$79.23
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Notes	
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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
			NIL	N/a

Total gifts & benefits	No. of items =		\$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)	Nature ***	Comment / explanation ***	Location
July 2017 to June 2018	1,043.48	Professional Supervision	Eight sessions throughout the year to 30 June 2018	Wellington

Total other expenses	\$1,043.48			
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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.				