

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

Organisation Name	Te Aka Matua o te Ture Law Commission
Chief Executive**	Amokura Kawharu Tumū Whakarae President
Disclosure period start****	1 July 2020
Disclosure period end***	30 June 2021
Agency totals check	Data and totals checked on all sheets
Chief Executive approval****	This disclosure has been approved by the Chief Executive
Other sign-off****	Kate Thomson General Manager

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	\$2,158.36	Figures include GST (where applicable)	Number offered	3
Hospitality	\$0.00	Figures include GST (where applicable)	Number accepted	3
Other expenses	\$1,912.67	Figures include GST (where applicable)	Number declined	0
International Travel	\$0.00	Figures include GST (where applicable)		
Domestic Travel	\$2,120.36	Figures include GST (where applicable)		
Local Travel	\$38.00	Figures include GST (where applicable)		

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	Te Aka Matua o te Ture Law Commission
Chief Executive	Amokura Kawharu Tumu Whakarae President
Disclosure period start	1 July 2020
Disclosure period end	30 June 2021
GST on costs	Figures include GST (where applicable)
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)
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)
21 January 2021	\$ 1,529.97	Waitangi	Hertz Rental Car	Waitangi
9 April 2021	\$ 314.80	Investiture ceremony, Manaia marae (Justice Joe Williams)	Airfare	Wellington to Auckland
9 April 2021	\$ 188.70	Investiture ceremony, Manaia marae (Justice Joe Williams)	Accommodation	Coromandel
9 April 2021	\$ 12.00	Investiture ceremony, Manaia marae (Justice Joe Williams)	Breakfast	Coromandel
10 April 2021	\$ 26.99	Investiture ceremony, Manaia marae (Justice Joe Williams)	Inter city Bus	Thames to Manukau
10 April 2021	\$ 47.90	Wellington airport to residence	Taxi	Wellington
Subtotal - domestic travel	\$2,120.36	Check - there are no hidden rows with data	Check - each entry provides sufficient information	

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)
24 March 2021	\$ 15.20	Attendance Ngā Kete Mātauranga launch Te Papa	Taxi	Terrace to Te Papa
24 March 2021	\$ 22.80	Attendance Ngā Kete Mātauranga launch Te Papa	Taxi	Te Papa to home

Subtotal - local travel	\$38.00	Check - there are no hidden rows with data	Check - each entry provides sufficient information
Total travel expenses	\$2,158.36		

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

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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.

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 information to disclose				
Total hospitality expenses	\$0.00	Check - there are no hidden rows with data	Check - each entry provides sufficient information	

Notes

* Third parties include people and organisations external to the public service or statutory Crown entities.

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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.

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 Expense Disclosure

Organisation Name	Te Aka Matua o te Ture Law Commission
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Disclosure period start	1 July 2020
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Agency totals check	Data and totals on this worksheet checked and confirmed

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)
15 April 2021	\$ 115.00	Te Hunga Rōia Māori o Aotearoa (Māori Law Society)	Membership fees	New Zealand
27 July 2020	\$ 27.01	Vodafone	Phone and data costs	New Zealand
27 August 2020	\$ 25.50	Vodafone	Phone and data costs	New Zealand
27 September 2020	\$ 25.30	Vodafone	Phone and data costs	New Zealand
27 October 2020	\$ 25.30	Vodafone	Phone and data costs	New Zealand
27 November 2020	\$ 25.69	Vodafone	Phone and data costs	New Zealand
27 December 2020	\$ 26.00	Vodafone	Phone and data costs	New Zealand
27 January 2021	\$ 25.50	Vodafone	Phone and data costs	New Zealand
27 February 2021	\$ 26.31	Vodafone	Phone and data costs	New Zealand
27 March 2021	\$ 25.50	Vodafone	Phone and data costs	New Zealand
27 April 2021	\$ 25.30	Vodafone	Phone and data costs	New Zealand
27 May 2021	\$ 22.17	Vodafone	Phone and data costs	New Zealand
27 June 2021	\$ 32.29	Vodafone	Phone and data costs	New Zealand
21 May 2020	\$ 1,485.80	NZ Law Society Practising Certificate	Practising Certificate Fee	New Zealand

Total other expenses	\$1,912.67	Check - there are no hidden rows with data	Check - each entry provides sufficient information
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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.
 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	Te Aka Matua o te Ture Law Commission
Chief Executive	Amokura Kawharu Tumu Whakarae President
Disclosure period start	1 July 2020
Disclosure period end	30 June 2021
GST on values	Figures include GST (where applicable)
Agency totals check	Data and totals on this worksheet checked and confirmed

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?)
10 December 2020	2 x tinned Christmas Cake Company Xmas Cakes- Amokura Kawharu, Jenny Ryan	Accepted	Adina Thorn Lawyers	\$70.00	Regifted to staff for morning tea
21 December 2020	1 x chocolates in basket	Accepted	Carl Hanssen	Under \$100	Regifted to staff
16 April 2021	1 x \$50.00 Whitcoulls Gift Card	Accepted	Judges Clerks Conference	\$50.00	Regifted to office

Total count of gift/benefit entries:	Offered	3	Check - there are no hidden rows with data	Check - each entry provides sufficient information
	Accepted	3		
	Declined	0		

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).