

Chief Executive Expense Disclosure

Organisation Name	New Zealand Blood Service
Chief Executive	Sam Cliffe
Disclosure period	1 July 2017 to 30 June 2018

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)
2/11/2017	\$460.00	Learning Set 10 Meeting - Brisbane - 2 days	Return flights to Brisbane
2/11/2017	\$25.00		Sector booking fee
2/11/2017	\$25.00		Sector booking fee
2/11/2017	\$25.00		Sector booking fee
2/11/2017	\$25.00		Sector booking fee
2/11/2017	\$1.73		FCM Transaction fee
8/11/2017	\$61.50		Taxi Brisbane airport to hotel
10/11/2017	\$59.69		Taxi to Brisbane airport
10/11/2017	\$560.67		Quay West Hotel in Brisbane
11/11/2017	\$47.80		Taxi Auckland airport to home
14/2/18 - 16/2/18	\$489.63	Learning Set 10 Meeting - Melbourne - 2 days	Return flights to Melbourne
	\$8.50		Sector booking fee
	\$8.50		Sector booking fee
	\$1.73		FCM Transaction fee
14/02/2018	\$96.06		Taxi airport to hotel
14/02/2018	\$502.13		Blackman Hotel in Melbourne

16/02/2018	\$71.43		Taxi to airport
02/05/18 - 04/05/18	\$588.53	Learning Set 10 Meeting - Brisbane - 2 days	Return flights to Brisbane
2/05/2018	\$1.73		FCM Transaction fee
2/05/2018	\$8.50		Sector booking fee
2/05/2018	\$8.50		Sector booking fee
3/05/2018	\$61.35		Taxi from Brisbane Airport to hotel
4/05/2018	\$518.10		Quay West Hotel in Brisbane
4/05/2018	\$60.04		Taxi to Brisbane Airport
4/05/2018	\$0.00		Change fee \$268 reimbursed by S Cliffe
4/05/2018	\$25.00		Change fee
4/05/2018	\$1.73		Change fee
Sub total	\$3,742.85		
Domestic Travel (within NZ, including travel to and from local airport)			
Date(s)	Cost (\$) (inc GST)	Purpose (eg visiting district office for two days...) ****	Nature (eg hotel, airfare, meals & for how many people, other costs)
5/07/2017	\$512.81	IPANZ Awards	Return flights to Wellington
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$1.73		FCM Transaction fee
	\$45.40		Taxi airport to city
10/07/2017	\$413.82	Staff Member's Vital Award - Christchurch Blood Centre	Return flights to Christchurch
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$50.00		Change fee
	\$17.25		Change fee
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
20/07/2017	\$403.93	Meeting with CEO of Taranaki District Health Board	Return flights to New Plymouth
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee

	\$50.00		Change fee
	\$17.25		Change fee
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
	\$57.80		Taxi Fare
	\$54.10		Taxi Fare
9/08/2017	\$413.82	NZBS Cultural Bullying Workshop in Wellington	Return flights to Wellington
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$1.73		FCM Transaction fee
	\$39.30		Taxi airport to Donor Centre
21/08/2017	\$206.91	Visit to Christchurch Donor Centre	Flight Auckland to Christchurch
	\$206.91		Flight Christchurch to Auckland
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
	\$46.20		Taxi fare
	\$46.70		Taxi fare
	\$41.90		Taxi fare
24/08/2017	\$453.41	Visit to Dunedin Donor Centre	Return flights to Dunedin
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$1.73		FCM Transaction fee
14/09/2017	\$226.71	Visit to Tauranga Donor Centre	Return Flights to Tauranga
	\$177.22		Return Flights to Tauranga
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
	\$22.40		Taxi Fare
	\$25.00		Taxi Fare
20/09/2017	\$364.32	Visit to MoH re Organ Donations	Return Flights to Wgn
	\$9.78		Sector booking fee

	\$9.78		Sector booking fee
	\$17.25		Change fee
	\$59.90		Change fee
	\$17.25		Change fee
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
22/09/2017	\$266.31	NHMG Meeting	Flight to Wellington
	\$325.70		Flight to Auckland
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$50.00		Change fee
	\$17.25		Change fee
	\$50.00		Change fee
	\$17.25		Change fee
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
26/09/2017 - 27/09/17	\$512.82	Visit to Wellington & Palmerston North Donor Centres	Return flights to Wgn / PN
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$50.00		Change fee
	\$17.25		Change fee
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
	\$127.71		Change fee
	\$206.91		Change fee
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$243.80		Change fee
	\$17.25		Change fee
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
26/09/2017	\$17.00		Taxi fare Donor Centre to apartment
26/09/2017	\$26.90		Taxi fare airport to Donor Centre
27/09/2017	\$13.80		Taxi to PN airport

	\$114.00		Airport Parking
13/12/2017 - 15/12/17	\$243.04	Health Committee Annual Review & NHMG Meeting	Return flights to Wellington
	\$17.25		Change fee
	\$17.25		Change fee
	\$1.73		FCM transaction fee
13/12/2017	\$41.80		Taxi Wellington airport to MoH
12/02/2018	\$258.53	Meeting with Board Chair	Flight to Wellington
	\$132.99		Flight to Auckland
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
	\$47.20		Taxi to Wellington airport
19/02/2018	\$246.02	Christchurch site visit	Flights to Christchurch - using held ticket
	\$17.25		flight change
	\$1.73		FCM Transaction fee
	\$90.58		Change fee
	\$17.25		Change fee
	\$1.73		FCM Transaction fee
	\$42.50		Taxi Chch airport to Donor Centre
22/02/2018	\$410.00	Dunedin site visit	Return flights to Dunedin
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$1.73		FCM Transaction fee
	\$51.36		Avis Rental Car
15/03/2018	\$358.90	Tauranga site visit (cancelled)	Return flights to Tauranga
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$1.73		FCM Transaction fee
06/03/18 - 07/03/18	\$58.91	Site visit to Wellington & Palmerston North Donor centres (note using previously held ticket)	Flights - change fees
	\$3.65		Flight change fee
	\$17.25		Flight change fee
	\$1.73		FCM Transaction fee

	\$1.73		FCM Transaction fee
	\$17.25		Change fee
	\$14.86		Change fee
	\$1.73		FCM Transaction fee
6/03/2018	\$41.30		Taxi WG airport to Donor Centre
6/03/2018	\$21.60		Taxi hospital to city
7/03/2018	\$11.40		Taxi to PN airport
7/03/2018	\$17.60		Taxi PN airport to Donor Centre
19/03/2018	\$466.85	Meeting with MoH	Return flights to Wellington
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$1.73		FCM Transaction fee
	\$45.70		Taxi Wellington airport to city
	\$44.30		Taxi City to Wellington airport
26/04/18 - 27/04/18	\$218.25	Site visit to Tauranga	Flight Auckland to Tauranga
	179.46		Flight Tauranga to Auckland
	\$1.73		FCM Transaction fee
	\$1.73		FCM Transaction fee
27/04/2018	\$25.80		Taxi Donor Center to airport
21/05/2018	\$71.93	Site visit / Long Service celebration Christchurch	Flight to Christchurch - used held flights
	\$1.73		FCM Transaction fee
8/06/2018	\$602.65	Powhiri DG Ashley Bloomfield	return flights to Wellington
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$1.73		FCM Transaction fee
	\$17.10		Taxi to Moh
	\$46.10		Taxi to Wellington airport
15/06/2018	\$518.02	NHMG & MoH meetings	Return flights to Wellington
	\$9.78		Sector booking fee
	\$9.78		Sector booking fee
	\$1.73		FCM Transaction fee
	\$21.70		Taxi to Moh
	\$44.80		Taxi to Wellington airport

Sub total	\$10,958.17		
Local Travel (within City, excluding travel to airport)			
Date	Cost (\$) (exc GST / inc GST)***	Purpose (eg meeting with Minister) ****	Nature (eg taxi, parking, bus)
1/05/2018	\$27.12	Open MAK user conference	Taxi to Pullman
14/06/2018	\$17.76	NZME meeting for World Donor Day	Taxi to NZME
Sub total	\$44.88		
Total travel expenses	\$14,745.90		
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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Chief Executive	Sam Cliffe
Disclosure period	1 July 2017 to 30 June 2018

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 to Disclose			

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.	

Chief Executive Expense Disclosure

Organisation Name	New Zealand Blood Service
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Disclosure period	1 July 2017 to 30 June 2018

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
22-Mar-18	Dinner with Datacom Board & Executive	Greg Davidson, CEO, Datacom	unknown	

Total gifts & benefits	No. of items = 1	\$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 (\$) (inc GST)	Nature ***	Comment / explanation ***	Location
30/08/2017	\$485.00	Institute of Directors - Annual subscription 01.08.17 to 31.07.18		
19/12/2017	\$1,121.25	Commodore Business Club	Business Forum with NZ and overseas speakers	
01 Jul to 31 Jul 2017	\$368.99	Spark Data Charge / Cellphone Rental / Calls	Cellph Rental \$13.80 + Calls \$305.19 + Ipad Rental \$50.00 + Data \$0.00	
01 Aug to 31 Aug 2017	\$178.80	Spark Data Charge / Cellphone Rental / Calls	Cellph Rental \$13.80 + Calls \$115.00 + Ipad Rental \$50.00 + Data \$0.00	
01 Sept to 30 Sept 2017	\$138.97	Spark Data Charge / Cellphone Rental / Calls	Cellph Rental \$13.80 + Calls \$117.66 -Reimbursed \$42.49 + Ipad Rental \$50.00 + Data \$0.00	

1 Oct to 31 Oct 17	\$146.46	Spark Data Charge / Cellphone Rental / Calls	Cellph Rental \$13.80 + Calls \$109.62 -Reimbursed \$26.96 + Ipad Rental \$50.00 + Data \$0.00	
1 Nov to 31 Nov 17	\$225.96	Spark Data Charge / Cellphone Rental / Calls	Cellph Rental \$13.80 + Calls \$279.23 -Reimbursed \$151.57 + Ipad Rental \$50.00 + Data \$34.50	
1 Dec to 31 Dec 17	\$102.64	Spark Data Charge / Cellphone Rental / Calls	Cellph Rental \$13.80 + Calls \$95.69 + Ipad Rental \$50.00 + Data \$0.00	
1 Jan to 30 Jan 18	\$149.56	Spark Data Charge / Cellphone Rental / Calls	Cellph Rental \$13.80 + Calls \$85.76 + Ipad Rental \$50.00 + Data \$0.00	
1 Feb tp 28 Feb 18	\$186.63	Spark Data Charge / Cellphone Rental / Calls	Cellph Rental \$13.80 + Calls \$122.83 + Ipad Rental \$50.00 + Data \$0.00	
22/02/2018	\$10,186.79	HardyGroup International - Personal Development	Paid in Australian dollars	Australia / New Zealand
1 Mar to 31 Mar 18	\$129.06	Spark Data Charge / Cellphone Rental / Calls	Cellph Rental \$13.80 + Calls \$65.26 + Ipad Rental \$50.00 + Data \$0.00	
1 Apr to 30 Apr 18	\$154.31	Spark Data Charge / Cellphone Rental / Calls	Cellph Rental \$13.80 + Calls \$86.64 -Reimbursed \$30.63 Ipad Rental \$50.00 + Data \$34.50	
1 May to 31 May 18	\$148.62	Spark Data Charge / Cellphone Rental / Calls	Cellph Rental \$13.80 + Calls \$134.73 -Reimbursed \$49.91 + Ipad Rental \$50.00 + Data \$0.00	
17/05/2018	\$212.76	ISBT Annual Membership - individual	ISBT = International Society of Blood Transfusion. Paid in Euros	
1 June to 30 June 18	\$169.48	Spark Data Charge / Cellphone Rental / Calls	Cellph Rental \$13.80 + Calls \$165.90 -Reimbursed \$60.22 + Ipad Rental \$50.00 + Data \$0.00	

Total other expenses	\$14,105.28
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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.				