

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

Organisation Name*	New Zealand Symphony Orchestra
Secretary or Chief Executive**	Marc Feldman
Disclosure period start***	15 May 2025
Disclosure period end***	30 June 2025
Agency totals check	Data and totals have not yet been checked and confirmed for any sheet
Secretary or Chief Executive approval****	This disclosure has been approved by the Departmental Secretary or Chief Executive
Other sign-off****	Director Finance & Corporate Services

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	\$1,629.90	Figures exclude GST		Number offered	0
Hospitality	\$0.00	Figures exclude GST		Number accepted	0
Other expenses	\$21,659.51	Figures exclude GST		Number declined	0
International Travel	\$0.00	Figures exclude GST			
Domestic Travel	\$1,534.25	Figures exclude GST			
Local Travel	\$95.65	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 or Acting Departmental secretary or Chief Executive

*** Update if a shorter or different period is covered

**** This disclosure must be approved by the Departmental secretary or Chief Executive and another appropriate party, e.g. Board Chair, Chief Financial Officer or Audit and Risk

Public Service Secretary or Chief Executive Expense Disclosure

Organisation Name	New Zealand Symphony Orchestra
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GST on costs	Figures exclude GST
Agency totals check	

International, domestic and local travel expenses

All expenses incurred by Public Service secretary or chief executive during international, domestic and local travel. Group expenses relating to each 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	

[illegible]

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)
Parking				
Taxis				
31 May 2025	\$95.65	transport from Wellington airport to office on arrival in NZ 13May25	Taxi	Wellington
Subtotal - local travel	\$95.65	Check - there are no hidden rows with data	Check - each entry provides sufficient information	

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Subtotal - local travel	\$95.65	Check - there are no hidden rows with data	Check - each entry provides sufficient information
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Total travel expenses	\$1,629.90
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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).

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Agency totals check				
Hospitality Offered to Third Parties*				
All hospitality expenses provided by the Public Service secretary or chief executive in the context of their 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)
Meals/Coffee				
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.				
** 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).				

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Agency totals check				
All Other Expenses				
<i>All other expenditure incurred by the Public Service secretary or 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.</i>				
Date(s)*	Cost in NZ\$	Purpose of expense (e.g. subscription part of employment agreement, development as agreed with PSC)	Type of expense (e.g. phone and data costs, membership fees)	Location(s)
1 December 2024	\$4,778.03	contribution to relocation - flights and accommodation	Relocation	
10 January 2025	\$3,000.00	contribution to relocation - visa	Relocation	
1 March 2025	\$3,158.51	contribution to relocation - visa	Relocation	
1 April 2025	\$3,499.71	contribution to relocation - flights and accommodation	Relocation	
10 January 2025	\$639.13	contribution to relocation - visa	Relocation	
15 April 2025	\$3,980.00	contribution to relocation - accommodation	Relocation	
13 May 2025	\$1,990.00	contribution to relocation - accommodation	Relocation	
10 June 2025	\$614.13	Koru Membership	Koru	
Total other expenses	\$21,659.51	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).				

Public Service Secretary or Chief Executive Gifts and Benefits Disclosure					
Organisation Name	New Zealand Symphony Orchestra				
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Disclosure period start	15 May 2025				
Disclosure period end	30 June 2025				
GST on values	Figures exclude GST				
Agency totals check					
Gifts and Benefits over \$50 annual value <i>Include all gifts, invitations to events and other hospitality, of \$50 or more in total value per year, offered to the Public Service secretary or chief executive by people external to the Public Service. Include all gifts, invitations or other hospitality whether accepted or declined.</i>					
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?)
Total count of gift/benefit entries:	Offered	0	Check - there are no hidden rows with data	Check - each entry provides sufficient information	
	Accepted	0			
	Declined	0			
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. 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).					