

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

Organisation Name	New Zealand Symphony Orchestra
Chief Executive**	Peter Biggs
Disclosure period start***	1 July 2021
Disclosure period end***	30 June 2022
Agency totals check	Data and totals checked on all sheets
Chief Executive approval****	This disclosure has not yet been approved by the Chief Executive
Other sign-off****	Director: Strategy & 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	\$10,788.18	Figures include GST (where applicable)		Number offered	23
Hospitality	\$12,005.07	Figures include GST (where applicable)		Number accepted	16
Other expenses	\$3,092.17	Figures include GST (where applicable)		Number declined	7
International Travel	\$1,487.50	Figures include GST (where applicable)			
Domestic Travel	\$7,743.57	Figures include GST (where applicable)			
Local Travel	\$1,557.11	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	New Zealand Symphony Orchestra
Chief Executive	Peter Biggs
Disclosure period start	1 July 2021
Disclosure period end	30 June 2022
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)
30 May 2022	\$300.00	Flight: Copenhagen to London to attend London Symphony Orchestra management meetings as approved by NZSO Board Chair *economy equivalent airfare	Airfares x1	London, United Kingdom
30 May 2022	\$166.72	Taxi: From London Heathrow Airport for London trip - London Symphony Orchestra management meetings as approved by NZSO Board Chair	Taxi x1	London, United Kingdom
30 May 2022	\$492.90	Accommodation (x2 nights) in London to attend London Symphony Orchestra management meetings as approved by NZSO Board Chair	Accommodation x1	London, United Kingdom
31 May 2022	\$43.67	Taxi: To London Symphony Orchestra meetings	Taxi x1	London, United Kingdom
31 May 2022	\$46.45	Taxi: Following London Symphony Orchestra meetings	Taxi x1	London, United Kingdom
1 June 2022	\$207.86	Breakfast at accommodation (x2) and hospitality for meeting with London-based Composer	Breakfast x2, Beverages x2	London, United Kingdom
1 June 2022	\$59.34	Supervised COVID-19 pre-departure test (required to travel)	Test x1	London, United Kingdom
1 June 2022	\$170.56	Taxi: To London Heathrow Airport	Taxi x1	London, United Kingdom
Subtotal - international travel		\$1,487.50	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)
1 July 2021	\$524.18	Return Flights: Wellington to Auckland trip to attend NZSO Foundation meeting, NZSO Board meeting, Matariki Commissioning Circle Luncheon, NZSO <i>Matariki, The Rite of Spring</i> , NYO <i>Leningrad</i> concerts and Power the Arts event	Airfares x1	Auckland
1 July 2021	\$660.00	Accommodation (x3 nights) Auckland trip to attend NZSO Foundation meeting, NZSO Board meeting, Matariki Commissioning Circle Luncheon, NZSO <i>Matariki, The Rite of Spring</i> , NYO <i>Leningrad</i> concerts and Power the Arts event	Accommodation x3	Auckland
1 July 2021	\$99.76	Taxi: Auckland Airport to Accommodation transfer	Taxi x1	Auckland
1 July 2021	\$50.00	Taxi: Accommodation to <i>Power the Arts</i> event	Taxi x1	Auckland
1 July 2021	\$48.80	Taxi: <i>Power the Arts</i> event to Accommodation	Taxi x1	Auckland
2 July 2021	\$10.60	Taxi: Accommodation to NZSO Foundation Board meeting and NZSO Board meeting	Taxi x1	Auckland
4 July 2021	\$92.25	Breakfast: Auckland 2-4 July 2021 to attend NZSO Foundation meeting, NZSO Board meeting, Matariki Commissioning Circle Luncheon, Matariki, The Rite of Spring, NYO <i>Leningrad</i> concerts and Power the Arts event	Breakfast x1	Auckland
4 July 2021	\$98.26	Taxi: Accommodation to Auckland Airport transfer	Taxi x1	Auckland

4 July 2021	\$210.00	Parking at Wellington Airport (72 hrs) for Auckland trip to attend NZSO Foundation meeting, NZSO Board meeting, Matariki Commissioning Circle Luncheon, <i>Matariki</i> , <i>The Rite of Spring</i> , NYO <i>Leningrad</i> concerts and Power the Arts event	Parking x1	Wellington
15 July 2021	\$384.49	Return Flights: Wellington to Auckland (15-16 July) to attend in-person APOA meeting and Auckland Philharmonia Orchestra concert	Airfares x1	Auckland
15 July 2021	\$220.00	Accommodation (x1 night) for Auckland trip to attend in-person APOA meeting and APO concert	Accommodation x1	Auckland
16 July 2021	\$98.26	Taxi: Accommodation to Auckland Airport transfer	Taxi x1	Auckland
16 July 2021	\$331.80	Flight to Wellington following the APOA meeting and APO concert. Purchased last minute due to cancellation of Jetstar flight	Airfares x1	Auckland
16 July 2021	\$65.00	Cost to change flight (as above)	Flight change cost x1	Auckland
16 July 2021	\$110.00	Parking at Wellington Airport (48 hrs) for Auckland trip to attend in-person APOA meeting and APO concert	Parking x1	Wellington
29 July 2021	\$418.56	Return Flights: Wellington to Auckland (29 July same-day trip) to attend and speak at the ICL Education Group Event	Airfares x1	Auckland
29 July 2021	\$59.00	Parking at Wellington Airport (24 hrs) for Auckland trip to attend and speak at the ICL Education Group Event	Parking x1	Auckland
20 April 2022	\$474.25	Return Flights: Wellington to Auckland (20-22 April) to attend in-person APOA meeting, Auckland Philharmonia concert and meetings with NZ Opera, NZ Music Commission and Metro Magazine	Airfares x1	Auckland
20 April 2022	\$421.91	Accommodation (x2 nights) for Auckland trip to attend in-person APOA meeting, Auckland Philharmonia concert and meetings with NZ Opera, NZ Music Commission and Metro Magazine	Accommodation x1	Auckland
20 April 2022	\$99.76	Taxi: Auckland Airport to Accommodation transfer	Taxi x1	Auckland
21 April 2022	\$9.20	Taxi: To meeting with NZ Opera CE	Taxi x1	Auckland
21 April 2022	\$11.92	Uber: To meeting with NZ Music Commission	Uber x1	Auckland
21 April 2022	\$18.60	Taxi: To in-person APOA meeting	Taxi x1	Auckland
21 April 2022	\$12.98	Uber: Following in-person APOA meeting	Uber x1	Auckland
22 April 2022	\$98.26	Taxi: Accommodation to Auckland Airport transfer	Taxi x1	Auckland
22 April 2022	\$110.00	Parking at Wellington Airport (48 hrs) following Auckland trip to attend in-person APOA meeting, Auckland Philharmonia concert and meetings with NZ Opera, NZ Music Commission and Metro Magazine	Parking x1	Wellington
10 May 2022	\$560.65	Return Flights: Wellington to Auckland (10-12 May) to attend Impactlab meeting, Sky NZ meeting and Ockham Awards attendance	Airfares x1	Auckland
10 May 2022	\$468.90	Accommodation (x2 nights) for Auckland trip to attend to attend Impactlab meeting, Sky NZ meeting and Ockham Awards attendance	Accommodation x1	Auckland
10 May 2022	\$102.88	Taxi: Auckland Airport to Accommodation	Taxi x1	Auckland
11 May 2022	\$10.40	Taxi: To Accommodation, Ockham Awards	Taxi x1	Auckland
12 May 2022	\$97.50	Taxi: Accommodation to Auckland Airport	Taxi x1	Auckland
12 May 2022	\$110.00	Parking at Wellington Airport (48 hrs) following Wellington Auckland trip (10-12 May) for Impactlab meeting, Sky NZ meeting and Ockham Awards	Parking x1	Wellington
14 May 2022	\$332.16	Return Flights: Wellington to Auckland (14-15 May) to attend NZSO <i>Passione</i> concert and NZSO member event	Airfares x1	Auckland
14 May 2022	\$190.00	Accommodation (x1 night) for Auckland trip to attend NZSO <i>Passione</i> concert and NZSO member event	Accommodation x1	Auckland
14 May 2022	\$99.76	Taxi: Airport to Accommodation	Taxi x1	Auckland
15 May 2022	\$93.63	Taxi: Accommodation to Airport	Taxi x1	Auckland
15 May 2022	\$62.00	Parking at Wellington Airport (24 hrs) following Auckland trip to attend NZSO <i>Passione</i> concert and NZSO member event	Parking x1	Wellington
20 May 2022	\$438.85	Return flights: Wellington to Hamilton (20-21 May) to attend NZSO <i>Four Seasons</i> concert and NZSO member event	Airfares x1	Hamilton
20 May 2022	\$290.00	Accommodation (x1 night) for Hamilton trip to attend NZSO <i>Four Seasons</i> concert and NZSO member event	Accommodation x1	Hamilton
20 May 2022	\$37.00	Breakfast during Hamilton trip to attend NZSO <i>Four Seasons</i> concert and NZSO member event	Breakfast x1	Hamilton
21 May 2022	\$50.00	Taxi: To Airport following NZSO <i>Four Seasons</i> concert	Taxi x1	Hamilton

21 May 2022	\$62.00	Parking at Wellington Airport (24 hrs) for Hamilton trip to attend NZSO <i>Four Seasons</i> concert and NZSO member event	Parking x1	Wellington
Subtotal - domestic travel		\$7,743.57	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)
23 July 2021	\$81.90	Taxi: NZSO office to Dowse Gallery <i>50 years Celebration</i> event	Taxi x1	Wellington
23 July 2021	\$69.80	Taxi: Following Dowse Gallery <i>50 years Celebration</i> event	Taxi x1	Wellington
27 July 2021	\$13.30	Taxi: Following <i>Cinema Italiano</i> Festival Launch event	Taxi x1	Wellington
30 July 2021	\$12.70	Taxi: To meeting with RNZB Board Chair regarding NMC funding initiative	Taxi x1	Wellington
4 August 2021	\$17.80	Taxi: Staff travel coded to the CE office	Taxi x3	Wellington
4 August 2021	\$16.40	Taxi: Staff travel coded to the CE office	Taxi x3	Wellington
11 August 2021	\$6.95	Uber: following dinner with NZSO sponsors	Uber x1	Wellington
12 August 2021	\$10.39	Uber: to meeting with Wellington City Council CE	Uber x1	Wellington
12 August 2021	\$9.75	Uber: following meeting with Wellington City Council CE	Uber x1	Wellington
16 August 2021	\$17.95	Uber: to meeting with NZSO Conductor	Uber x1	Wellington
16 August 2021	\$14.73	Uber: following meeting with NZSO Conductor	Uber x1	Wellington
16 September 2021	\$9.46	Uber: to meeting with NZSO Conductor and NZSO Concertmaster	Uber x1	Wellington
16 September 2021	\$9.94	Uber: following meeting with NZSO Conductor and NZSO Concertmaster	Uber x1	Wellington
30 September 2021	\$9.63	Uber: to Royal New Zealand Ballet function	Uber x1	Wellington
30 September 2021	\$12.25	Uber: following Royal New Zealand Ballet function	Uber x1	Wellington
26 October 2021	\$6.98	Uber: to working dinner with NZSO Conductor and NZSO Director Artistic Programming, Innovation and Audience Engagement	Uber x1	Wellington
26 October 2021	\$12.45	Uber: following working dinner with NZSO Conductor and NZSO Director Artistic Programming, Innovation and Audience Engagement	Uber x1	Wellington
17 August 2021	\$31.90	Taxi: Staff travel coded to the CE office	Taxi x1	Wellington
13 September 2021	\$14.80	Taxi: To meeting regarding NZSO sponsorship	Taxi x1	Wellington
14 September 2021	\$30.30	Taxi: Staff travel coded to the CE office	Taxi x1	Wellington
15 September 2021	\$35.10	Taxi: Staff travel coded to the CE office	Taxi x1	Wellington
16 September 2021	\$31.90	Taxi: Staff travel coded to the CE office	Taxi x1	Wellington
19 October 2021	\$10.00	Taxi: Staff travel coded to the CE office	Taxi x1	Wellington
28 October 2021	\$22.70	Taxi: To offsite meeting regarding NZSO Wellington College Partnership	Taxi x1	Wellington
28 October 2021	\$41.60	Taxi: Following working dinner with NZSO Consultants	Taxi x1	Wellington
2 November 2021	\$41.80	Taxi: To working dinner with NZSO Consultant	Taxi x1	Wellington
3 November 2021	\$36.30	Taxi: To working dinner with NZSO Concertmaster, Senior Manager: Development and NZSO donors	Taxi x1	Wellington
3 November 2021	\$11.66	Uber: following working dinner with NZSO Concertmaster, Senior Manager: Development and NZSO donors	Uber x1	Wellington
4 November 2021	\$12.39	Uber: to the NZSO office following hosting working dinner on 3 November (car was parked at work)	Uber x1	Wellington
18 November 2021	\$29.90	Taxi: Staff travel coded to the CE office	Taxi x1	Wellington
22 November 2021	\$9.50	Taxi: Staff travel coded to the CE office	Taxi x1	Wellington
29 November 2021	\$11.60	Taxi to NZSO recruitment meeting	Taxi x1	Wellington
2 December 2021	\$36.00	Taxi: Staff travel coded to the CE office	Taxi x1	Wellington
7 December 2021	\$12.48	Uber: Following NZSO <i>Astral Waves</i> concert at the City Gallery	Uber x1	Wellington
14 December 2021	\$11.40	Taxi: To meeting with the Ministry for Culture & Heritage	Taxi x1	Wellington
14 December 2021	\$12.50	Taxi: Following meeting with the Ministry for Culture & Heritage	Taxi x1	Wellington
14 December 2021	\$7.10	Uber: following the Tawhiri Arts Wellington AGM	Uber x1	Wellington
16 December 2021	\$8.63	Uber: To opening of the Te Papa 'Rita Angus' Exhibition Opening Dinner	Uber x1	Wellington
16 December 2021	\$13.90	Taxi: Following opening of the Te Papa 'Rita Angus' Exhibition Opening Dinner	Taxi x1	Wellington
17 December 2021	\$8.52	Uber: To meeting with Victoria University of Wellington regarding the National Music Centre	Uber x1	Wellington
18 January 2022	\$15.40	Taxi: Staff travel coded to the CE office	Taxi x1	Wellington
24 March 2022	\$10.00	Uber: To dinner with visiting NZSO Conductor	Uber x1	Wellington

	24 March 2022	\$11.22	Uber: Following dinner with visiting NZSO Conductor	Uber x1	Wellington
	29 March 2022	\$10.70	Uber: To meeting with Creative New Zealand CE and Te Papa CE	Uber x1	Wellington
	29 March 2022	\$15.87	Uber: Following meeting with Creative New Zealand	Uber x1	Wellington
	5 April 2022	\$8.89	Uber: Following meeting with Read NZ CE	Uber x1	Wellington
	13 April 2022	\$10.06	Uber: To meeting with Read NZ CE	Uber x1	Wellington
	13 May 2022	\$10.06	Uber: to NZSO Board meeting with NZSO Executive Assistant and NZSO Director Orchestra Delivery	Uber x1	Wellington
	13 May 2022	\$9.30	Uber: To NZSO <i>Passione</i> concert at the Michael Fowler Centre	Uber x1	Wellington
	18 May 2022	\$14.70	Uber: Following NZSO Classical Music Interest Group donor event	Uber x1	Wellington
	19 May 2022	\$7.00	Uber: To meeting with NZSO <i>Fortissimo</i> donor	Uber x1	Wellington
	19 May 2022	\$7.00	Uber: Following meeting with NZSO <i>Fortissimo</i> donor	Uber x1	Wellington
	8 June 2022	\$11.10	Taxi: To Victoria University of Wellington event for Lydia Weaver	Taxi x1	Wellington
	9 June 2022	\$9.96	Uber: to working dinner with NZSO Conductor	Uber x1	Wellington
	9 June 2022	\$10.10	Uber: Following working dinner with NZSO Conductor	Uber x1	Wellington
	19 June 2022	\$191.39	Accommodation following working dinner with Creative NZ as agreed by NZSO Board Chair	Accommodation x1	Wellington
	24 June 2022	\$195.00	Accommodation following NZSO TEEKS collaboration as agreed by NZSO Board Chair	Accommodation x1	Wellington
	30 June 2022	\$195.00	Accommodation following NZSO <i>Matariki</i> concert as agreed by NZSO Board Chair	Accommodation x1	Wellington
Subtotal - local travel		\$1,557.11	Check - there are no hidden rows with data	Check - each entry provides sufficient information	

Total travel expenses \$10,788.18

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	New Zealand Symphony Orchestra				
Chief Executive	Peter Biggs				
Disclosure period start	1 July 2021				
Disclosure period end	30 June 2022				
GST on costs	Figures include GST (where applicable)				
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)	
1 July 2021	\$47.00	Thank you gift to NZSO donor	Book x1	Wellington	
7 July 2021	\$38.00	Catch-up with NZSO Board Chair following NZSO Board meeting	Beverages x 2	Wellington	
7 July 2021	\$52.90	Working lunch with US Embassy Ambassador *disclosing cost to the NZSO	Dinner for 2	Wellington	
11 July 2021	\$186.18	Post-concert hosting NYO <i>Leningrad</i> RNZB Development and Weta Workshop representatives	Dinner for 4	Wellington	
11 July 2021	\$195.39	Donor hosting NZSO <i>Maestro Circle</i> Donors to discuss possible concert sponsorship	Dinner for 4	Wellington	
15 July 2021	\$337.01	Wine cost for hosting dinner for representatives from Wellington City Council, Weta Workshop and WellingtonNZ	Wine for 8	Wellington	
22 July 2021	\$58.26	Working breakfast with NZSO Concertmaster	Breakfast for 2	Wellington	
23 July 2021	\$18.78	Coffee for meeting with Royal New Zealand Ballet CE	Coffee for 2		
26 July 2021	\$330.40	Working dinner with NZSO Concertmaster and NZSO Director Artistic Programming, Innovation and Audience Engagement regarding artistic direction and planning *disclosing cost to the NZSO	Dinner for 3	Wellington	
4 August 2021	\$140.00	Tickets for the Stroma 20th Anniversary concert for NZSO Conductor, NZSO Senior Manager Development and three NZSO donors	Tickets x6	Wellington	
12 August 2021	\$129.54	Working dinner with WCC representative regarding NZSO sponsorship	Dinner for 2	Wellington	
6 October 2021	\$232.00	Staff goodwill: thank you for NZSO Senior Manager: Education & Outreach and Senior Manager Commercial Partnerships for Innovation Fund application work	Dinner for 3	Wellington	
7 October 2021	\$26.52	Working breakfast with NZSO Strategic Communications Advisor	Breakfast for 2	Wellington	
16 October 2021	\$81.90	Lunch for student film group for filming a documentary about the CE and his role as NZSO CE	Lunch for 5	Wellington	
16 October 2021	\$14.78	Coffee for meeting with NZSO Principal Harp Chair Sponsors	Coffee for 3	Wellington	
19 October 2021	\$15.00	Coffee for meeting with NZ Festival of the Arts and NZSO Director Artistic Programming, Innovation and Audience Engagement	Coffee for 3	Wellington	
20 October 2021	\$169.57	Working lunch with SOUNZ CE and NZSO Director Artistic Programming, Innovation and Audience Engagement	Lunch for 3	Wellington	
26 October 2021	\$375.00	Working dinner with visiting conductor to discuss Music Director Emeritus ongoing role with the NZSO with NZSO Director Artistic Programming, Innovation and Audience Engagement *disclosing cost to the NZSO	Dinner for 3	Wellington	
28 October 2021	\$179.13	Working lunch with NZSO Marketing Consultant	Lunch for 2	Wellington	
28 October 2021	\$263.16	Working dinner with NZSO Consultant and NZSO Director Artistic Programming, Innovation and Audience Engagement	Dinner for 3	Wellington	
3 November 2021	\$250.60	Working dinner with NZSO Consultant, NZSO Foundation Trustee and NZSO Director Artistic Programming, Innovation and Audience Engagement regarding composer project	Dinner for 4	Wellington	
5 November 2021	\$24.40	Breakfast for a meeting with NZSO Conductor following medical incident	Breakfast for 3	Wellington	
10 November 2021	\$52.06	Glass hire for NZSO Conductor donor function held on 13 November 2021 for 22pax	Glasses x 48	Wellington	

11 November 2021	\$136.50	Working lunch with WellingtonNZ CE regarding NZSO concert sponsorship	Lunch for 2	Wellington
13 November 2021	\$820.00	Canapes NZSO Conductor donor function held on 13 November 2021 for 22pax	Canapes for 22	Wellington
13 November 2021	\$360.00	Wine charge for NZSO Conductor donor function held on 13 November 2021 for 22pax	Wine for 22	Wellington
16 November 2021	\$115.00	Flowers for VUW staff member following a medical event	Flowers x1	Wellington
22 November 2021	\$243.50	Working lunch with NZSO sponsors and NZSO Principal Harp as a thank you for NZSO Principal Harp chair sponsorship	Lunch for 6	Wellington
23 November 2021	\$633.42	Working dinner with NZSO Senior Manager Development, Conductor and NZSO potential Conductor Circle Donors	Dinner for 5	Wellington
25 November 2021	\$500.00	Working dinner with NZSO Senior Manager Education & Outreach and potential NZSO sponsors *disclosing cost to the NZSO	Dinner for 4	Wellington
29 November 2021	\$134.64	Working dinner with NZSO recruitment candidate	Dinner for 2	Wellington
29 November 2021	\$8.20	Coffee for meeting with NZSO Soprano soloist	Coffee for 2	Wellington
8 December 2021	\$28.00	Wrapping paper for NZSO donor/sponsor gifts	Wrapping paper x4	Wellington
10 December 2021	\$30.00	Christmas greeting cards for NZSO Players	Cards x 6	Wellington
10 December 2021	\$30.00	Working lunch with NZSO Cultural Consultant	Lunch for 2	Wellington
23 December 2021	\$84.00	Christmas greeting cards for NZSO Players	Cards x 120	Wellington
17 February 2022	\$104.00	Working lunch with NZSO sponsor	Lunch for 2	Wellington
1 March 2022	\$150.00	Working dinner with NZSO Education & Outreach Programme Manager during NZSO Classical Music Group event	Dinner for 2	Wellington
1 March 2022	\$126.00	Working lunch with visiting APOA members (Christchurch Symphony Orchestra CE and Orchestra Wellington CE) and NZSO Director Artistic Programming, Innovation and Audience Engagement	Lunch for 4	Wellington
2 March 2022	\$90.00	Flowers for Kuwaiti Ambassador recognising a bereavement	Flowers x1	Wellington
8 March 2022	\$165.50	Working dinner with NZSO Maestro donor to discuss National Music Centre and Conductors Circle funding *disclosing cost to the NZSO	Dinner for 2	Wellington
8 March 2022	\$110.00	Flowers to welcome a new NZSO Foundation Trustee	Flowers x1	Wellington
8 March 2022	\$1,660.95	Framed print of Sunday Star Times newspaper article to present to NZSO Artistic Advisor and Principal Conductor on their appointment	Framed print x1	Wellington
9 March 2022	\$292.95	Working lunch for Senior Leadership Team meeting with NZSO Cultural Consultants	Lunch for 19	Wellington
14 March 2022	\$79.13	Working dinner with NZSO Board member regarding NMC Consultant recruitment	Dinner for 2	Wellington
24 March 2022	\$61.20	Dinner charges for Artist hosting dinner for NZSO Conductor	Dinner for 5	Wellington
28 March 2022	\$303.04	Working dinner with NZSO consultants regarding late night parking changes Wellington region	Dinner for 4	Wellington
30 March 2022	\$33.00	Lunch items for Dominion Post interview meeting (held on 1 April 2022)	Lunch for 5	Wellington
31 March 2022	\$945.00	Leadership Development Books for the NZSO Executive Leadership Team, Senior Leadership Team and Principal Players	Books x 30	Wellington
31 March 2022	\$13.50	Coffee for NZSO Player IEA meeting	Coffee for 3	Wellington
1 April 2022	\$29.89	Lunch items for Dominion Post interview meeting (held on 1 April 2022)	Lunch for 5	Wellington
21 April 2022	\$183.00	Staff goodwill: Post-lockdown lunch with the NZSO Auckland staff	Lunch for 6	Auckland
21 April 2022	\$67.00	Working dinner with APOA members following in-person meeting in Auckland	Dinner for 1	Auckland
21 April 2022	\$11.00	Coffee for meeting with NZ Opera CE	Coffee for 2	Auckland
9 May 2022	\$183.80	Working lunch with Creative New Zealand CE, Senior Manager and NZSO Director Artistic Programming, Innovation and Audience Engagement	Lunch 4	Wellington
13 May 2022	\$538.90	NZSO Artist Hosting for visiting NZSO <i>Passione</i> concert Soloist with NZSO Conductor, NZSO Concertmaster and NZSO Director Artistic Programming, Innovation and Audience Engagement *disclosing cost to the NZSO	Dinner for 5	Wellington
19 May 2022	\$101.00	Working dinner with potential NZSO Chair sponsor	Dinner for 2	Wellington
31 May 2022	\$218.61	Working lunch with London Symphony Orchestra Directors	Lunch for 3	London, United Kingdom
1 June 2022	\$78.26	Flowers for UAE Ambassador recognising a bereavement	Flowers x1	Wellington
8 June 2022	\$96.00	Working lunch with new NZSO <i>Fortissimo</i> Donor with NZSO Senior Manager Development	Lunch for 3	Wellington
22 June 2022	\$22.50	Staff goodwill: Thank you cards to NZSO staff for their organisation of NZSO Player's funeral service	Cards x 3	Wellington
Total hospitality expenses		\$12,005.07	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.				
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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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Organisation Name	New Zealand Symphony Orchestra			
Chief Executive	Peter Biggs			
Disclosure period start	1 July 2021			
Disclosure period end	30 June 2022			
GST on costs	Figures include GST (where applicable)			
Agency totals check	Data and totals on this worksheet checked and confirmed			
All Other Expenses				
<i>All other expenditure incurred by the chief executive that is not travel, hospitality or gifts.</i> <i>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 SSC)	Type of expense (e.g. phone and data costs, membership fees)	Location(s)
27 July 2021	\$90.00	Regular Magazine Subscripton for NZSO	Magazine Subscription	Wellington
31 July 2021	\$107.06	Mobile Phone charges for July 2021	Mobile phone charges	Wellington
17 August 2021	\$181.74	NZSO Wellness Benefit Claim (belated payment Jan-June 2021)	Gym membership fees for 6-months	Wellington
31 August 2021	\$107.06	Mobile Phone charges for August 2021	Mobile phone charges	Wellington
30 September 2021	\$108.71	Mobile Phone charges for September 2021	Mobile phone charges	Wellington
28 October 2021	\$90.00	Regular Magazine Subscripton for NZSO	Magazine Subscription	Wellington
31 October 2021	\$129.25	Mobile Phone charges for October 2021	Mobile phone charges	Wellington
30 November 2021	\$107.02	Mobile Phone charges for November 2021	Mobile phone charges	Wellington
31 December 2021	\$52.56	Mobile Phone charges for December 2021	Mobile phone charges	Wellington
28 January 2022	\$90.00	Regular Magazine Subscripton for NZSO	Magazine Subscription	Wellington
31 January 2022	\$53.71	Mobile Phone charges for January 2022	Mobile phone charges	Wellington
28 February 2022	\$54.24	Mobile Phone charges for February 2022	Mobile phone charges	Wellington
31 March 2022	\$52.30	Mobile Phone charges for March 2022	Mobile phone charges	Wellington
30 April 2022	\$72.56	Mobile Phone charges for April 2022	Mobile phone charges	Wellington
1 May 2022	\$1,350.00	Annual Membership fees to the Wellington Club as agreed with NZSO Board Chair	Membership fees	Wellington
23 May 2022	\$199.00	Annual subscription for the NZ Herald to keep up to date with news in the Arts sector	Membership fees	Wellington
31 May 2022	\$201.11	Mobile Phone charges for May 2022 *disclosing cost to the NZSO	Mobile phone charges	Wellington
30 June 2022	\$45.85	Mobile Phone charges for June 2022	Mobile phone charges	Wellington
Total other expenses	\$3,092.17	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	New Zealand Symphony Orchestra				
Chief Executive	Peter Biggs				
Disclosure period start	1 July 2021				
Disclosure period end	30 June 2022				
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?)
1 July 2021	Event ticket x1 (Power the Arts Function - Auckland)	Accepted	The Arts Foundation Te Tumu	Under \$100	
15 July 2021	Event ticket x1 (Light & Shade - Auckland)	Accepted	Auckland Philharmonia Orchestra	Under \$100	
29 July 2021	Event ticket x2 (The Firebird with Paquita - Wellington)	Accepted	Royal New Zealand Ballet	\$100 - \$500	
29 July 2021	Glenmorangie 18YO Whiskey 700ml and chocolates	Accepted	ICL Tertiary Education Centre	\$100 - \$500	
10 August 2021	Event ticket x1 (19th Edition of the Latin American and Spain Film Festival - Wellington)	Declined	Embassy of the Argentine Republic	Under \$100	
3 September 2021	Event ticket x1 (Orpheus in the Underworld - NZSM Opera - Wellington)	Declined	New Zealand School of Music	Under \$100	
1 October 2021	Event ticket x1 (Cumulus concert - Wellington)	Declined	NZ Trio	Under \$100	
12 October 2021	Event ticket x2 (Aotearoa New Zealand Festival of the Arts Programme Launch - Wellington)	Accepted	Aotearoa New Zealand Festival of the Arts	Under \$100	
9 November 2021	Event ticket x1 (Zealandia Farewell Event for Paul Atkins - Wellington)	Accepted	Zealandia	Under \$100	
23 November 2021	Event ticket x2 (Stroma 20th Anniversary concert - Wellington)	Accepted	Stroma New Music Ensemble	Under \$100	
7 December 2021	Event ticket x1 (Astral Waves Performance - Wellington)	Accepted	City Gallery Wellington	Under \$100	
8 December 2021	Condiment set, stainless steel chopsticks and green tea	Accepted	Taipei Economic and Cultural Office	Under \$100	
14 December 2021	Event ticket x1 (Air New Zealand Parliamentary Reception - Wellington)	Declined	Air New Zealand	Under \$100	
15 December 2021	Event ticket x2 (Hilma af Klimt Exhibition Opening - Wellington)	Accepted	WellingtonNZ	Under \$100	
16 December 2021	Event ticket x1 (Rita Angus Exhibition Opening Dinner - Wellington)	Accepted	Te Papa	Under \$100	
17 December 2021	Event ticket x1 (Dramatic Skies 3: Cirrus concert - Wellington)	Declined	NZ Trio	Under \$100	
2 February 2022	Event ticket x2 (100th Anniversary of Ulysses by James Joyce - Wellington)	Accepted	Embassy of Ireland	Under \$100	
19 February 2022	From Poland with Music: 100 Years of Polish Composers Abroad - Book	Accepted	His Excellency Mr Grzegorz Kowal, Ambassador, Embassy of the Republic of Poland	Under \$100	
23 March 2022	Event ticket x1 (Te Papa Stakeholder Event - Wellington)	Accepted	Te Papa	Under \$100	
21 April 2022	Event ticket x1 (Auckland Philharmonia Orchestra concert - Auckland)	Accepted	Auckland Philharmonia Orchestra	Under \$100	
3 June 2022	Event ticket x1 (Robin White Exhibition Opening Event - Wellington)	Declined	Te Papa	Under \$100	

28 June 2022	Event ticket x1 (Air New Zealand Parliamentary Reception - Wellington)	Declined	Air New Zealand	Under \$100	
30 June 2022	Event ticket x1 (St James Theatre Reopening Event - Wellington)	Accepted	Wellington City Council	Under \$100	
Total count of gift/benefit entries:		Offered	23	Check - there are no hidden rows with data	Check - each entry provides sufficient information
		Accepted	16		
		Declined	7		
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).					