

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

<b>Organisation Name*</b>	New Zealand Film Commission
<b>Secretary or Chief Executive**</b>	Annie Murray
<b>Disclosure period start***</b>	1 July 2023
<b>Disclosure period end***</b>	30 June 2024
<b>Agency totals check</b>	Data and totals checked on all sheets
<b>Secretary or Chief Executive approval****</b>	This disclosure has been approved by the Departmental Secretary or Chief Executive
<b>Other sign-off****</b>	Chair of the Board

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
<b>Travel expenses</b>	<b>\$54,882.58</b>	Figures exclude GST		<b>Number offered</b>	<b>5</b>
<b>Hospitality</b>	<b>\$0.00</b>	Figures exclude GST		<b>Number accepted</b>	<b>4</b>
<b>Other expenses</b>	<b>\$3,918.11</b>	Figures exclude GST		<b>Number declined</b>	<b>1</b>
International Travel	\$22,962.53	Figures exclude GST			
Domestic Travel	\$30,996.05	Figures exclude GST			
Local Travel	\$924.00	Figures exclude GST			
<b>Notes</b>					
* 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 Film Commission
Public Service Secretary or Chief Executive	Annie Murray
Disclosure period start	1 July 2023
Disclosure period end	30 June 2024
GST on costs	Figures exclude GST
Agency totals check	Data and totals on this worksheet checked and confirmed

### 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.*

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)
8-13 September 2023	\$3,061.37	Toronto Film Festival (6 days)	Accommodation	Toronto
	\$600.00		Per diems	
	\$8.70		Canada Immigration	
	\$368.12		Airport transfers Toronto and Auckland	
	\$3,165.98		Flights & booking fees	
7- 22 May 2024	\$211.64	London industry meetings/Cannes Film Market total of 14 days	Taxis and airport transfers	London/Cannes
	\$6,182.97		Accommodation (10 nights)	Cannes
	\$1,016.32		Accommodation (2 nights)	London
	\$5,896.91		Flights & booking fees	
	\$544.09		Meals	
7-10 June 2024	\$369.22	Sydney Film Festival & Industry Meetings (4 days)	Taxis and airport transfers	Sydney
	\$597.68		Flights & booking fees	
	\$68.14		Airport lounge access	
	\$88.36		Meals	
	\$783.03		Accommodation	
Subtotal - international travel	\$22,962.53	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)
3-6 July 2023	\$414.74	Working at Wellington office for 4 days	Flights and booking fees	Wellington
	\$482.61		Hotel	
	\$18.63		Meals	
	\$154.38		Taxis	
11-13 July 2023	\$542.19	Working at Wellington office/Ngā Tohu Matariki o Te Tau (3 days)	Flights and booking fees	Wellington
	\$321.74		Accommodation	
	\$23.48		Meals	
	\$210.80		Taxis	
20-21 July 2023	\$442.85	Working at Wellington office (2 days)	Flights and booking fees	Wellington
	\$12.36		Meals	
	\$174.78		Accommodation	

	\$252.08		Taxis	
26-27 July 2023	\$555.45	Opening of NZIFF festival /Working at Wellington office (2 days)	Flights and booking fees	Wellington
	\$13.91		Meals	
	\$66.09		Parking	
	\$173.04		Accommodation	
	\$44.57		Taxis	
3-4 August 2023	\$160.87	Working at Wellington office for 2 days	Accommodation	Wellington
	\$66.09		Parking	
	\$669.35		Flights and booking fees	
	\$89.53		Taxis	
7-9 August 2023	\$145.42	Working at Wellington office for 3 days	Flights and booking fees	Wellington
	\$366.96		Accommodation	
	\$32.37		Meals	
	\$218.66		Taxis	
14-17 August 2023	\$482.61	Working at Wellington office for 4 days	Accommodation	Wellington
	\$260.37		Taxis	
	\$736.21		Flights and booking fees	
28-31 August 2023	\$321.74	Working at Wellington office for 4 days	Accommodation	Wellington
	\$293.75		Taxis	
	\$490.79		Flights and booking fees	
18-23 September 2023	\$543.68	Working at Wellington office for 6 days	Flights and booking fees	Wellington
	\$804.35		Accommodation	
	\$194.75		Taxis	
26-28 September 2023	\$321.74	Working at Wellington office for 3 days	Accommodation	Wellington
	\$413.79		Flights and booking fees	
	\$123.81		Taxis	
9-13 October 2023	\$643.48	Working at Wellington office for 5 days	Accommodation	Wellington
	\$251.51		Flights and booking fees	
	\$119.77		Taxis	
17-19 October 2023	\$321.74	Board meeting/Working at Wellington office (3 days)	Accommodation	Wellington
	\$346.69		Flights and booking fees	
	\$216.64		Taxis	
24-26 October 2023	\$321.74	Working at Wellington office for 3 days	Accommodation	Wellington
	\$270.53		Flights and booking fees	
	\$199.66		Taxis	
31 October - 2 November 2023	\$43.48	RFONZ conference (3 days)	Meals	Christchurch
	\$389.93		Accommodation	
	\$411.01		Flights and booking fees	
	\$152.84		Taxis	
13-17 November 2023	\$661.38	Working at Wellington office/SPADA conference (5 days)	Flights and booking fees	Wellington
	\$692.17		Accommodation	
	\$168.64		Taxis	
24-26 November 2023	\$373.91	Attendance at Rotorua Indigenous Film Festival (3 days)	Accommodation	Rotorua
	\$221.29		Flights and booking fees	
	\$64.43		Taxis	
6-8 December 2023	\$435.17	Working at Wellington office (3 days)	Flights and booking fees	Wellington
	\$321.74		Accommodation	
	\$191.74		Taxis	
13-15 December 2023	\$321.74	Working at Wellington office for 3 days	Accommodation	Wellington
	\$270.53		Flights and booking fees	
	\$145.57		Taxis	
20-21 December 2023	\$391.12	Meeting with Minister Goldsmith	Flights and booking fees	Wellington
	\$138.43		Accommodation	
	\$79.41		Taxis	
18-19 January 2024	\$536.89	Working at Wellington office for 2 days	Flights and booking fees	Wellington
	\$162.78		Accommodation	
	\$166.02		Taxis	

24-26 January 2024	\$379.31	Working at Wellington office for 2 days	Flights and booking fees	Wellington
	\$333.91		Accommodation	
	\$79.96		Taxis	
12-16 February 2024	\$538.22	Working at Wellington office/Board meeting (5 days)	Flights and booking fees	Wellington
	\$757.82		Accommodation	
	\$129.73		Taxis	
19-22 February 2024	\$492.43	Working at Wellington office for 4 days	Flights and booking fees	Wellington
	\$583.04		Accommodation	
	\$192.14		Taxis	
5-6 March 2024	\$543.64	Reception at Japanese Embassy/Wellington office work (2 days)	Flights and booking fees	Wellington
	\$222.34		Accommodation	
	\$181.54		Taxis	
16-19 March 2024	\$463.31	WIFT Co-Production Summit/working at Wellington office (4 days)	Flights and booking fees	Wellington
	\$613.39		Accommodation	
	\$102.78		Taxis	
19-20 March 2024	\$360.74	Premiere of <i>The Mountain</i>	Flights and booking fees	New Plymouth
	\$138.26		Accommodation	
	\$90.62		Taxis	
20-22 March 2024	\$312.68	Māoriland Film Festival (3 days)	Accommodation	Otaki
2-3 April 2024	\$357.61	Working at Wellington office for 2 days	Flights and booking fees	Wellington
	\$171.57		Accommodation	
	\$175.97		Taxis	
15-17 April 2024	\$553.76	Working at Wellington office for 3 days	Flights and booking fees	Wellington
	\$344.78		Accommodation	
	\$133.69		Taxis	
30 April - 2 May 2024	\$545.67	Working at Wellington office for 3 days	Flights and booking fees	Wellington
	\$211.08		Taxis	
	\$364.26		Accommodation	
4-6 June 2024	\$171.82	Working at Wellington office for 3 days	Taxis	Wellington
	\$331.13		Accommodation	
	\$518.34		Flights and booking fees	
18-19 June 2024	\$217.24	Working at Wellington office for 2 days	Taxis	Wellington
	\$173.48		Accommodation	
	\$537.27		Flights and booking fees	
Subtotal - domestic travel		\$30,996.05	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)
12 July 2023	\$18.66	Minister meeting	Taxi	Wellington
12 July 2023	\$51.46	Industry event	Taxi	Wellington
18 July 2023	\$16.26	Industry meeting	Taxi	Auckland
24 July 2023	\$76.52	Business hui	Taxi	Auckland
9 August 2023	\$44.96	Industry meeting	Taxi	Wellington
15 August 2023	\$26.59	Business hui	Taxi	Wellington
17 August 2023	\$36.44	Industry meeting	Taxi	Wellington
25 August 2023	\$33.29	Industry hui	Taxi	Auckland
19 September 2023	\$22.62	Industry hui	Taxi	Wellington
26 September 2023	\$8.80	Business hui	Taxi	Wellington
28 September 2023	\$19.29	Industry hui	Taxi	Wellington
13 October 2023	\$8.80	Industry hui	Taxi	Wellington
13 October 2023	\$19.38	Industry event	Taxi	Wellington
18 October 2023	\$9.60	Board meeting & strategy day	Taxi	Wellington
18 October 2023	\$30.99	Industry event	Taxi	Wellington
19 October 2023	\$10.39	Board meeting	Taxi	Wellington

25 October 2023	\$14.34	Business hui	Taxi	Wellington
8 November 2023	\$18.82	Business hui	Taxi	Auckland
13 November 2023	\$17.60	Industry hui	Taxi	Wellington
14 November 2023	\$8.80	Industry event	Taxi	Wellington
21 November 2023	\$26.35	Industry hui	Taxi	Auckland
30 November 2023	\$18.43	Business hui	Taxi	Auckland
8 December 2023	\$32.88	Staff Christmas function	Taxi	Wellington
12 December 2023	\$8.80	Board meeting	Taxi	Auckland
14 December 2023	\$8.80	Business hui	Taxi	Wellington
14 December 2023	\$24.39	Industry event	Taxi	Wellington
15 December 2023	\$21.18	Industry hui	Taxi	Wellington
20 December 2023	\$58.03	Minister meeting	Taxi	Wellington
18 March 2024	\$17.60	Industry event	Taxi	Wellington
10 April 2024	\$9.72	Board meeting	Taxi	Auckland
17 April 2024	\$10.37	Industry event	Taxi	Wellington
30 April 2024	\$19.44	Movie premiere	Taxi	Wellington
27 May 2024	\$19.44	Business meeting	Taxi	Auckland
30 May 2024	\$73.27	Industry event	Taxi	Auckland
6 June 2024	\$9.72	Industry hui	Taxi	Wellington
28 June 2024	\$71.97	Industry hui	Taxi	Auckland
Subtotal - local travel	\$924.00	Check - there are no hidden rows with data		Check - each entry provides sufficient information
Total travel expenses	\$54,882.58			

#### 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).

Public Service Secretary or Chief Executive Expense Disclosure				
Organisation Name	New Zealand Film Commission			
Public Service Secretary or Chief Executive	Annie Murray			
Disclosure period start	1 July 2023			
Disclosure period end	30 June 2024			
GST on costs	Figures exclude GST			
Agency totals check	Data and totals on this worksheet checked and confirmed			
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)
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).				

Public Service Secretary or Chief Executive Expense Disclosure				
Organisation Name	New Zealand Film Commission			
Public Service secretary or Chief Executive	Annie Murray			
Disclosure period start	1 July 2023			
Disclosure period end	30 June 2024			
GST on costs	Figures exclude GST			
Agency totals check	Data and totals on this worksheet checked and confirmed			
All Other Expenses				
<p><i>All other expenditure incurred by the Public Service secretary or chief executive that is not travel, hospitality or gifts.</i></p> <p><i>Include e.g. phone and data costs, subscriptions, membership fees, conference fees, professional development costs, books and anything else.</i></p>				
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)
9 August 2023	\$168.11	Institute of Directors membership from 1 September 2023	Membership fee (4 months)	Wellington
10 August 2023	\$3,750.00	Media Training	Professional Development	Wellington
Total other expenses	\$3,918.11	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 Film Commission				
Public Service Secretary or Chief Executive	Annie Murray				
Disclosure period start	1 July 2023				
Disclosure period end	30 June 2024				
GST on values	Figures exclude GST				
Agency totals check	Data and totals on this worksheet checked and confirmed				
<p align="center"><b>Gifts and Benefits over \$50 annual value</b></p> <p align="center"><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 <b>whether accepted or declined</b>.</i></p>					
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?)
25 July 2023	Set of 9 Matariki candles	Accepted	TVNZ, Reo Tātaki team	\$200.00	Given to staff members
7 September 2023	Ticket to Kea World Class Awards	Accepted	Air New Zealand	\$375.00	Was unable to attend at short notice; ticket was given to alternate.
7 September 2023	2 x Tickets to <i>I Want to be Happy</i>	Declined	Nightsong (theatre company)	\$110.00	
22 September 2023	Ticket to WOW awards night incl Dinner	Accepted	Wētā Workshop	\$574.00	
7-10 June 2024	10 pass - Movie tickets	Accepted	Sydney Film Festival	\$266.00	Shared with K T Waaka, Head of Rautaki for NZFC
Total count of gift/benefit entries:		Offered	5	Check - there are no hidden rows with data	Check - each entry provides sufficient information
		Accepted	4		
		Declined	1		
<b>Notes</b> * 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).					