

Chief Executive Expense Disclosure

Organisation Name	Civil Aviation Authority
Chief Executive	Graeme Harris
Disclosure period	1 July 2017 to 30 June 2018 (or specify applicable part year)*

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\$) (inc GST)***	Purpose of trip (eg attending XYZ conference for 3 days)****	Nature (eg hotel, airfares, taxis, meals & for how many people, other costs)
4/07/2017	15.00	Attend Regional Aviation Safety Group-Asia and Pacific (RASG-APAC), Asia Pacific Air Navigation Planning and Implementation Regional Group (APANPIRG) Coordination Meeting and APANPIRG Mid-year Review, Bangkok 6-7 July; Chair Panel at 6th World Civil Aviation Chief Executives Forum, Singapore, 11-13 July	Passport photo for Thailand visa
4/07/2017	200.00	Attend RASG-APAC, APANPIRG Coordination Meeting and APANPIRG Mid-year Review, Bangkok 6-7 July; Chair Panel at 6th World Civil Aviation Chief Executives Forum, Singapore, 11-13 July	Visa for Thailand
4/07/2017	1,038.70	Attend RASG-APAC, APANPIRG Coordination Meeting and APANPIRG Mid-year Review, Bangkok, 6-7 July	Airfare for CE - Wellington/Auckland/Singapore/Bangkok
11/07/2017	1,734.05	Attend RASG-APAC, APANPIRG Coordination Meeting and APANPIRG Mid-year Review, Bangkok, 6-7 July	Hotel accommodation and meals for CE for five nights in Bangkok
5/07/2017	29.80	Attend RASG-APAC, APANPIRG Coordination Meeting and APANPIRG Mid-year Review, Bangkok, 6-7 July	Dinner for CE in Bangkok
13/07/2017	103.48	Chair Panel at 6th World Civil Aviation Chief Executives Forum, Singapore, 11-13 July	Dinner (10/7) and lunch (11/7) for CE in Singapore
10/07/2017	3,802.32	Chair Panel at 6th World Civil Aviation Chief Executives Forum, Singapore, 11-13 July	Airfare for CE - Bangkok/Singapore/Auckland/Wellington
14/07/2017	47.30	Attend RASG-APAC, APANPIRG Coordination Meeting and APANPIRG Mid-year Review, Bangkok 6-7 July; Chair Panel at 6th World Civil Aviation Chief Executives Forum, Singapore, 11-13 July	Taxi for CE from airport to home
4/08/2017	384.35	Head of Delegation, 54th Directors General of Civil Aviation (DGCA) conference in Ulaanbaatar, Mongolia, 7 - 11 August	Visa for Mongolia
4/08/2017	4,833.49	Head of Delegation, 54th DGCA conference in Ulaanbaatar, Mongolia, 7 - 11 August	Return airfare for CE Wellington/Auckland/Tokyo
4/08/2017	1,370.80	Head of Delegation, 54th DGCA conference in Ulaanbaatar, Mongolia, 7 - 11 August	Return airfare for CE Tokyo/Ulaanbaatar
4/08/2017	259.15	Head of Delegation, 54th DGCA conference in Ulaanbaatar, Mongolia, 7 - 11 August	Hotel accommodation for CE for one night in Auckland enroute to Mongolia
12/08/2017	3,166.52	Head of Delegation, 54th DGCA conference in Ulaanbaatar, Mongolia, 7 - 11 August	Hotel accommodation for CE for seven nights in Mongolia
13/08/2017	5.50	Head of Delegation, 54th DGCA conference in Ulaanbaatar, Mongolia, 7 - 11 August	Parking at Wellington Airport (pick up on return)

8/09/2017	5,372.54	Attend Asia Pacific Air Navigation Planning and Implementation Regional Group (APANPIRG) meeting, Bangkok, 11 - 14 September	Return airfare for CE Wellington/Auckland/Singapore/Bangkok
9/09/2017	37.76	Attend APANPIRG meeting, Bangkok, 11 - 14 September	Lunch for CE
9/09/2017	56.69	Attend APANPIRG meeting, Bangkok, 11 - 14 September	Dinner for CE and one other CAA attendee
10/09/2017	59.48	Attend APANPIRG meeting, Bangkok, 11 - 14 September	Dinner for CE and one other CAA attendee
15/09/2017	248.85	Attend APANPIRG meeting, Bangkok, 11 - 14 September	Hotel breakfasts for CE (six) and one dinner
15/09/2017	1,133.69	Attend APANPIRG meeting, Bangkok, 11 - 14 September	Hotel accommodation for CE for six nights
16/09/2017	10.40	Attend APANPIRG meeting, Bangkok, 11 - 14 September	Meal for CE at Wellington Airport on return from Thailand
16/09/2017	9.00	Attend APANPIRG meeting, Bangkok, 11 - 14 September	Parking at Wellington Airport (pick up on return)
21/04/2018	455.00	Attend International Civil Aviation Organization (ICAO) Safety Management Systems seminar in Singapore, 23-24 April, but flight to Singapore cancelled. Returned home (after overnighing in airport terminal) as next flight to Singapore was too late for attendance to be worthwhile	Return airfare for CE Auckland/Wellington
22/04/2018	45.40	Return from Auckland after flight to Singapore cancelled	Taxi for CE from Wellington Airport to home
Sub total		\$24,419.27	
Domestic Travel (within NZ, including travel to and from local airport)			
Date(s)	Cost (NZ\$) (inc GST)***	Purpose (eg visiting district office for two days...) ****	Nature (eg hotel, airfare, meals & for how many people, other costs)
24/07/2017	34.00	Participate in plenary session at annual Aviation New Zealand conference in Hamilton	Parking at Wellington Airport
24/07/2017	247.93	Participate in plenary session at annual Aviation New Zealand conference in Hamilton	Return airfare for CE Wellington/Hamilton
24/07/2017	67.70	Participate in plenary session at annual Aviation New Zealand conference in Hamilton	Taxi for CE from Hamilton Airport to hotel venue
25/07/2017	43.70	Present awards to industry participants at annual Aviation New Zealand conference dinner in Hamilton	Taxi for CE from CAA to Wellington Airport
25/07/2017	273.77	Present awards to industry participants at annual Aviation New Zealand conference dinner in Hamilton	Return airfare for CE Wellington/Hamilton
25/07/2017	102.10	Present awards to industry participants at annual Aviation New Zealand conference dinner in Hamilton	Taxi for CE from Hamilton Airport to hotel venue
26/07/2017	139.55	Present awards to industry participants at annual Aviation New Zealand conference dinner in Hamilton	Hotel accommodation and breakfast for CE for one night in Hamilton
15/11/2017	540.15	Open Helicopters and Small Aeroplanes Sector Risk Profile workshop in Christchurch, 16 November	Return airfare for CE Wellington/Christchurch
15/11/2017	100.80	Open Helicopters and Small Aeroplanes Sector Risk Profile workshop in Christchurch, 16 November	Taxi for CE Christchurch Airport to hotel
15/11/2017	183.00	Open Helicopters and Small Aeroplanes Sector Risk Profile workshop in Christchurch, 16 November	Hotel accommodation and breakfast for CE for one night in Christchurch
16/11/2017	37.90	Open Helicopters and Small Aeroplanes Sector Risk Profile workshop in Christchurch, 16 November	Taxi for CE from Wellington Airport to CAA
21/02/2018	484.45	Attend Safety Management Systems seminar, Christchurch, 22 February	Return airfare for CE Wellington/Christchurch
21/02/2018	255.00	Attend Safety Management Systems seminar, Christchurch, 22 February	Hotel accommodation and breakfast for CE for one night in Christchurch
22/02/2018	57.50	Attend Safety Management Systems seminar, Christchurch, 22 February	Taxi for CE from Wellington Airport to home
27/02/2018	37.60	Attend Helicopters and Small Aeroplanes Sector Risk Profile workshop in Queenstown, 27 February and visit industry participant in Auckland, 28 February	Taxi for CE from CAA to Wellington Airport
27/02/2018	92.69	Attend Helicopters and Small Aeroplanes Sector Risk Profile workshop in Queenstown, 27 February and visit industry participant in Auckland, 28 February	Airfare for CE Wellington/Queenstown/Auckland/Wellington

27/02/2018	367.60	Attend Helicopters and Small Aeroplanes Sector Risk Profile workshop in Queenstown, 27 February	Hotel accommodation and breakfast for CE for one night in Queenstown
28/02/2018	42.00	Attend Helicopters and Small Aeroplanes Sector Risk Profile workshop in Queenstown, 27 February	Taxi for CE from hotel to Queenstown Airport
28/02/2018	55.70	Visit industry participant in Auckland, 28 February	Taxi for CE from Auckland Airport to client
28/02/2018	61.70	Visit industry participant in Auckland, 28 February	Taxi for CE from client to Auckland Airport
28/02/2018	51.30	Visit industry participant in Auckland, 28 February	Taxi for CE from Wellington Airport to home
25/03/2018	508.49	Attend IAOPA 2018 World Assembly in Queenstown, 25-28 March, incl as speaker	Return airfare for CE Wellington/Queenstown
27/03/2018	418.00	Attend IAOPA 2018 World Assembly in Queenstown, 25-28 March, incl as speaker	Hotel accommodation and breakfast for CE for two nights in Queenstown
27/03/2018	49.60	Attend IAOPA 2018 World Assembly in Queenstown, 25-28 March, incl as speaker	Taxi for CE from hotel to Queenstown Airport
27/03/2018	42.70	Attend IAOPA 2018 World Assembly in Queenstown, 25-28 March, incl as speaker	Taxi for CE from Wellington Airport to CAA
23/05/2018	70.70	Board and industry meetings in Auckland, 23-24 May	Taxi for CE from home to Wellington Airport
23/05/2018	751.90	Board and industry meetings in Auckland, 23-24 May	Return airfare for CE Wellington/Auckland
23/05/2018	190.00	Board and industry meetings in Auckland, 23-24 May	Hotel accommodation for CE for one night in Auckland
23/05/2018	120.25	Board and industry meetings in Auckland, 23-24 May	Dinner for CE (with Board members and senior management)
24/05/2018	75.00	Board and industry meetings in Auckland, 23-24 May	Two lunches and two afternoon teas for CE on 23 and 24 May
24/05/2018	47.70	Board and industry meetings in Auckland, 23-24 May	Taxi for CE from Wellington Airport to home
19/06/2018	46.80	Attend New Zealand Air Line Pilots' Assn (NZALPA) meeting and function in Auckland, 19 June	Taxi for CE from CAA to Wellington Airport
19/06/2018	531.37	Attend NZALPA meeting and function in Auckland, 19 June	Return airfare for CE Wellington/Auckland
19/06/2018	87.50	Attend NZALPA meeting and function in Auckland, 19 June	Taxi for CE from Auckland Airport to city
19/06/2018	Invoice not yet received	Attend NZALPA meeting and function in Auckland, 19 June	Hotel accommodation for CE for one night in Auckland
20/06/2018	79.00	Attend NZALPA meeting and function in Auckland, 19 June	Taxi for CE from Auckland city to Auckland Airport
20/06/2018	35.00	Attend NZALPA meeting and function in Auckland, 19 June	Taxi for CE from Wellington Airport to CAA
Sub total		\$6,330.15	
Local Travel (within City, excluding travel to airport for the purposes of catching a flight)			
Date	Cost (NZ\$) (inc GST)***	Purpose (eg meeting with Minister) ****	Nature (eg taxi, parking, bus)
21/11/2017	17.60	Air New Zealand annual parliamentary reception	Taxi for CE from Wellington to home
25/01/2018	12.50	Meeting with Wellington Airport CE	Parking at Wellington Airport for CE
9/04/2018	16.70	NZ Search and Rescue awards	Taxi for CE from Wellington to home
Sub total		\$46.80	
Total travel expenses		\$30,796.22	

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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 (\$) (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
15/11/2017	119.60	Hosted Aviation New Zealand representatives	Working lunch for six people (including CAA senior management)	Discussion of current issues	Wellington (CAA offices)
23/11/2017	916.50	Hosted delegation from Transport Canada and the Civil Aviation Safety Authority of Australia	Dinner for five people (including CAA senior management)	Social function in conjunction with trilateral meetings to discuss areas of mutual regulatory interest	Charley Noble (Wellington restaurant)
5/03/2018	53.00	Hosted breakfast meeting for transport regulatory CEs	Breakfast for three people (CEs of CAA, WorkSafe New Zealand and Maritime New Zealand)	Working relationship/liaison meeting	Two Grey (Wellington restaurant)
25/03/2018	127.00	Hosted CEs of Australian Civil Aviation Safety Authority and Australian Transport Safety Bureau	Dinner for three people	Relationship building	Farelli's (Queenstown restaurant)

Total expenses	\$1,216.10
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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\$) (inc GST)***	Comments
Annual	Koru Club membership	Air New Zealand	495.00	Complimentary by virtue of Gold/Gold Elite status points
10-13/7/17	Three nights accommodation in Singapore	Singapore Aviation Academy	750.00	Chair Panel at 6th World Civil Aviation Chief Executives Forum, Singapore 11-13 July

Total gifts & benefits	No. of items = 2	\$1,245.00
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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 (NZ\$) (inc GST)***	Nature ***	Comment / explanation ***	Location
20/07/2017	98.34	Mobile phone rental/tolls	Monthly charge	Wellington
20/08/2017	144.52	Mobile phone rental/tolls	Monthly charge	Wellington
20/09/2017	454.79	Mobile phone rental/tolls	Monthly charge	Wellington
20/10/2017	73.45	Mobile phone rental/tolls	Monthly charge	Wellington
20/11/2017	73.65	Mobile phone rental/tolls	Monthly charge	Wellington
20/12/2017	147.20	Mobile phone rental/tolls	Monthly charge	Wellington
20/01/2018	133.58	Mobile phone rental/tolls	Monthly charge	Wellington
20/02/2018	61.95	Mobile phone rental/tolls	Monthly charge	Wellington
20/03/2018	61.95	Mobile phone rental/tolls	Monthly charge	Wellington
20/04/2018	62.15	Mobile phone rental/tolls	Monthly charge	Wellington
20/05/2018	98.29	Mobile phone rental/tolls	Monthly charge	Wellington
20/06/2018	254.44	Mobile phone rental/tolls	Monthly charge	Wellington

Total other expenses	\$1,664.31
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