

Expense Report for Peter Clarke: October 2017

Non-Mileage Expenses

Date	Receipt Amount	Expense Type	Other Information	Merchant Name	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
02-Oct-2017	2.40 GBP	General Public Transport Travel	Travel by tube (with Oyster) from Holborn to Knightsbridge for meeting with High Sheriff of Berkshire				2.40
04-Oct-2017	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed two nights at Mount Pleasant BW Hotel in Doncaster, with the team during the inspection of HMP Lindholme		✓		21.00
05-Oct-2017	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed two nights at Mount Pleasant BW Hotel in Doncaster, with the team during the inspection of HMP Lindholme		✓		21.00
09-Oct-2017	2.40 GBP	General Public Transport Travel	Travel by tube (with Oyster) from office to 102 Petty France for various meetings with the Youth Justice Board, MOJ, and then interviews at Millbank studios				2.40
12-Oct-2017	4.80 GBP	General Public Transport Travel	Travel by tube (with Oyster) from office to 102 Petty France to attend meeting of Advisory Board for Female Offenders and meeting with Prisons Minister And return to the office afterwards				4.80
16-Oct-2017	2.40 GBP	General Public Transport Travel	Travel by tube (with Oyster) from office to Houses of Parliament for meeting with Chair of the Justice Committee				2.40
17-Oct-2017	4.80 GBP	General Public Transport Travel	Travel by tube (with Oyster) from office to 102 Petty France to attend meeting with MOJ and HMPPS And return to the office afterwards				4.80
26-Oct-2017	12.42 GBP	Other Travel - General	Travel by taxi with colleague from office to Portcullis House to attend meeting with Afzal Khan MP				12.42
26-Oct-2017	2.40 GBP	General Public Transport Travel	Travel by tube (with Oyster) from Portcullis House back to the office				2.40
Total							73.62

Mileage Expenses

Start Date	End Date	Expense Type	Other Information	Trip Distance	Mileage Rate	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
04-Oct-2017	04-Oct-2017	General Mileage	Using own car, drove from home to Oakhill STC to attend part of the inspection taking place that week.	73(Miles)	0.25			18.25
04-Oct-2017	04-Oct-2017	General Mileage	Using own car, drove from Oakhill STC to Doncaster to stay with the team for two nights during the inspection of HMP Lindholme. Stayed at Mount Pleasant BW Hotel.	146(Miles)	0.25			36.50
05-Oct-2017	05-Oct-2017	General Mileage	Using own car, drove from Mount Pleasant BW Hotel, Doncaster to HMP Lindholme to take part in the inspection. And returned to the hotel in the evening.	18(Miles)	0.25			4.50
06-Oct-2017	06-Oct-2017	General Mileage	Using own car, drove from Mount Pleasant BW Hotel, Doncaster to HMP Lindholme to lead the final debrief following the inspection. And then returned home.	212(Miles)	0.25			53.00
Total								112.25