

Expense Report for Peter Clarke: July 2018

Non-mileage expenses

Date	Receipt Amount	Expense Type	Other Information	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
11-Jul-2018	5.94 GBP	Other Travel - General	Taxi from the office to HMI Prisons Annual Report launch at 110 Rochester Row (lack of time necessitated a taxi)			5.94
11-Jul-2018	5.06 GBP	Other Travel - General	Taxi from the HMI Prisons Annual Report launch at 110 Rochester Row back to the office - with John Steele and Barbara Buchanan (and carrying boxes of reports)			5.06
18-Jul-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed two nights with the team during the inspection of HMP Peterborough (men) at Holiday Inn Peterborough West.	✓		21.00
19-Jul-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed two nights with the team during the inspection of HMP Peterborough (men) at Holiday Inn Peterborough West.	✓		21.00
23-Jul-2018	11.03 GBP	Other Travel - General	Taxi from the office to HMP Brixton - to attend an interview with National Prison Radio - with John Steele		✓	11.03
23-Jul-2018	11.63 GBP	Other Travel - General	Taxi from HMP Brixton back to the office following interview with National Prison Radio - with John Steele		✓	11.63
23-Jul-2018	12.20 GBP	Other Travel - General	Taxi from the office to Hotel, Tower Hill to stay overnight due to early morning interview on the Today programme from HMP Isis - with Glynis Stacey and John Steele		✓	12.20
23-Jul-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight at Premier Inn Tower Hill before an early morning interview on the Today programme at HMP Isis	✓		21.00
Total						108.86

Mileage expenses

Start Date	End Date	Expense Type	Other Information	Total Miles	Mileage Rate	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
18-Jul-2018	18-Jul-2018	General Mileage	Drove own car from home to Peterborough to stay with the team during the inspection of HMP Peterborough (men).	115(Miles)	0.25			28.75
20-Jul-2018	20-Jul-2018	General Mileage	Drove own car from Peterborough to home following the inspection of HMP Peterborough (men).	111(Miles)	0.25			27.75
Total								56.50