

Expense Report for Peter Clarke: September/October 2018

Non-mileage expenses

Date	Receipt Amount	Expense Type	Other information	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
03-Sep-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from office to 102PF for a meeting with PCCs			2.40
05-Sep-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight with the team during the inspection of HMP Bedford at the Park Inn, Bedford.	✓		21.00
10-Sep-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from office to 102PF for various meetings with MOJ, HMPPS, and also with international visitors			2.40
11-Sep-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from office to St James's Park to attend the CoLit conference			2.40
03-Oct-2018	8.00 GBP	General Public Transport Travel	Travelled by train to attend inspection of HMP Durham. Tickets from Kings Cross booked. Travelled from home to Vauxhall by rail.			8.00
03-Oct-2018	2.40 GBP	General Public Transport Travel	Travelled by train to attend inspection of HMP Durham. Tickets from Kings Cross booked. Travelled by tube (Oyster) from Vauxhall to Kings Cross.			2.40
03-Oct-2018	6.00 GBP	Other Travel - General	Travelled by train to attend inspection of HMP Durham. Tickets from Kings Cross booked. Taxi from Durham station to Marriott Hotel.			6.00
03-Oct-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight with the team during the inspection of HMP Durham at the Marriott Hotel Durham.	✓		21.00
04-Oct-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight with the team during the inspection of HMP Durham at the Marriott Hotel Durham.	✓		21.00
05-Oct-2018	2.40 GBP	General Public Transport Travel	Travelled by train to attend inspection of HMP Durham. Tickets from Kings Cross booked. Travelled by tube (Oyster) from Kings Cross to Vauxhall.			2.40
05-Oct-2018	8.00 GBP	General Public Transport Travel	Travelled by train to attend inspection of HMP Durham. Tickets from Kings Cross booked. Travelled back from Vauxhall to home by rail.			8.00
09-Oct-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from office to Westminster to do press interviews for the Exeter inspection report			2.40
10-Oct-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from office to St James's Park to attend various meetings with MOJ			2.40
10-Oct-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from St James's Park to Temple to attend a speaking engagement at Temple Church			2.40
11-Oct-2018	5.00 GBP	Other Travel - General	Attended a team meeting at Jurys Inn Nottingham - parking at Nottingham station			5.00
12-Oct-2018	8.00 GBP	Other Travel - General	Taxi from Waterloo station to Millbank to attend press interviews about the inspection report on HMP Chelmsford			8.00
15-Oct-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from office to St James's Park to attend various meetings with HMPPS and the POA			2.40
18-Oct-2018	9.40 GBP	Other Travel - General	Drove own car to attend the inspection of HMP Maidstone. Parking near the prison.		✓	9.40
21-Oct-2018	40.00 GBP	Other Travel - General	Travelling to Montreal to attend the annual ICPA conference. Took a taxi from home to Heathrow airport.			40.00
27-Oct-2018	48.00 GBP	Other Travel - General	Travelling back from Montreal after attending the annual ICPA conference. Took a taxi from Heathrow airport to home.			48.00
29-Oct-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from office to Victoria to attend a meeting with CQC.			2.40
Total						219.40

Mileage expenses

Start Date	End Date	Expense Type	Other Information	Total Miles	Mileage Rate	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
05-Sep-2018	05-Sep-2018	General Mileage	Drove own car from home to Bedford to take part in the inspection at HMP Bedford.	72(Miles)	0.25			18.00
06-Sep-2018	06-Sep-2018	General Mileage	Drove own car from hotel to HMP Bedford and then back to home after taking part in the inspection at HMP Bedford.	73(Miles)	0.25			18.25
11-Oct-2018	11-Oct-2018	General Mileage	Drove own car from home to Nottingham to attend a team meeting at Jurys Inn, Nottingham	146(Miles)	0.25			36.50
11-Oct-2018	11-Oct-2018	General Mileage	Drove own car back home from Nottingham after attending a team meeting at Jurys Inn, Nottingham	145(Miles)	0.25			36.25
18-Oct-2018	18-Oct-2018	General Mileage	Drove own car from home to attend the inspection of HMP Maidstone.	56(Miles)	0.25			14.00
18-Oct-2018	18-Oct-2018	General Mileage	Drove own car home from Maidstone after attending the inspection of HMP Maidstone.	55(Miles)	0.25			13.75
Total								136.75

International expenses

Date	Receipt Amount	Expense Type	Other Information	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
21-Oct-2018	488.08 GBP	Bed & Breakfast - Overseas Travel	Attended the annual ICPA conference in Montreal. Stayed for three nights in the Marriott Hotel in Montreal, booked by the organisers.			488.08
21-Oct-2018	21.00 GBP	Overseas Travel - Subsistence	Attended the annual ICPA conference in Montreal. Stayed for three nights in the Marriott Hotel in Montreal, booked by the organisers.			21.00
21-Oct-2018	10.00 GBP	Personal Incidental Expenditure Overseas	Attended the annual ICPA conference in Montreal. Stayed for three nights in the Marriott Hotel in Montreal, booked by the organisers.			10.00
22-Oct-2018	21.00 GBP	Overseas Travel - Subsistence	Attended the annual ICPA conference in Montreal. Stayed for three nights in the Marriott Hotel in Montreal, booked by the organisers.			21.00
22-Oct-2018	10.00 GBP	Personal Incidental Expenditure Overseas	Attended the annual ICPA conference in Montreal. Stayed for three nights in the Marriott Hotel in Montreal, booked by the organisers.			10.00
23-Oct-2018	21.00 GBP	Overseas Travel - Subsistence	Attended the annual ICPA conference in Montreal. Stayed for three nights in the Marriott Hotel in Montreal, booked by the organisers.			21.00
23-Oct-2018	10.00 GBP	Personal Incidental Expenditure Overseas	Attended the annual ICPA conference in Montreal. Stayed for three nights in the Marriott Hotel in Montreal, booked by the organisers.			10.00
					Total	581.08