

Expense Report for Peter Clarke: November 2018

Non-mileage expenses

Date	Receipt Amount	Expense Type	Other Information	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
06-Nov-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from Westminster to Canary Wharf following a morning meeting with John Spellar MP			2.40
06-Nov-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from Canary Wharf to Westminster to attend the Hardman Trust reception			2.40
08-Nov-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from Canary Wharf to Westminster to attend meetings in 102PF			2.40
12-Nov-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from Canary Wharf to Southwark to attend a meeting with NACRO			2.40
13-Nov-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight with the team during the first pilot IRP visit at HMP Nottingham. Stayed at Hilton Nottingham.	✓		21.00
14-Nov-2018	8.00 GBP	Other Travel - General	Car parking charges overnight 13-14 November			8.00
14-Nov-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight with the team during the first pilot IRP visit at HMP Nottingham. Stayed at Hilton Nottingham.	✓		21.00
15-Nov-2018	13.00 GBP	Other Travel - General	Car parking charges overnight 14-15 November			13.00
19-Nov-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from Canary Wharf to St James's Park to attend a meeting with Ofsted			2.40
21-Nov-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight with the team during the inspection of HMP Onley. Stayed at Mercure Daventry Court	✓		21.00
22-Nov-2018	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight with the team during the inspection of HMP Onley. Stayed at Mercure Daventry Court	✓		21.00
26-Nov-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from Canary Wharf to Victoria to attend a meeting with CQC			2.40
27-Nov-2018	7.82 GBP	Other Travel - General	Taxi from Waterloo Station to Borough Market for an early morning meeting with members of Equal review			7.82
27-Nov-2018	2.40 GBP	General Public Transport Travel	Travel by tube (Oyster) from London Bridge to Canary Wharf following meeting with the Equal review			2.40
Total						129.62

Mileage expenses

Start Date	End Date	Expense Type	Other Information	Total Miles	Mileage Rate	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
13-Nov-2018	13-Nov-2018	General Mileage	Drove own car to Nottingham to stay with team and attend first IRP pilot visit at HMP Nottingham.	151(Miles)	0.25			37.75
14-Nov-2018	14-Nov-2018	General Mileage	Drove own car from Hilton Nottingham to HMP Nottingham. And return in the evening.	7(Miles)	0.25			1.75
15-Nov-2018	15-Nov-2018	General Mileage	Drove own car to home from Nottingham following the first IRP pilot visit at HMP Nottingham.	153(Miles)	0.25			38.25
21-Nov-2018	21-Nov-2018	General Mileage	Drove own car to Daventry to stay with team and attend inspection of HMP Onley.	98(Miles)	0.25			24.50
23-Nov-2018	23-Nov-2018	General Mileage	Drove own car from hotel to HMP Onley. And then on to home after the inspection.	121(Miles)	0.25			30.25
Total								132.50