

Expense Report for Peter Clarke: November & December 2019

Non-mileage expenses

Date	Receipt Amount	Expense Type	Other Information	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
05-Nov-2019	2.90 GBP	General Public Transport Travel	Travelled by tube (using Oyster) from Westminster back to the office following interviews at Millbank about the Cardiff inspection report	<input type="checkbox"/>	<input type="checkbox"/>	2.90
06-Nov-2019	12.00 GBP	Other Travel - General	Took taxi from Belfast City Airport to hotel where stayed with the team during the inspection of Hydebank Wood Secure College	<input type="checkbox"/>	<input type="checkbox"/>	12.00
06-Nov-2019	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight with the team during the inspection of Hydebank Wood Secure College. Stayed at the Clayton Hotel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	21.00
07-Nov-2019	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight with the team during the inspection of Hydebank Wood Secure College. Stayed at the Clayton Hotel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	21.00
08-Nov-2019	10.00 GBP	Other Travel - General	Took taxi from Hydebank Wood Secure College back to Belfast City Airport following the end of the inspection	<input type="checkbox"/>	<input type="checkbox"/>	10.00
08-Nov-2019	50.00 GBP	Other Travel - General	Took taxi from Heathrow Airport back to home following the end of the inspection at Hydebank Wood Secure College	<input type="checkbox"/>	<input type="checkbox"/>	50.00
11-Nov-2019	2.90 GBP	General Public Transport Travel	Travelled by tube (using Oyster) from Canary Wharf to London City Airport to travel to Edinburgh	<input type="checkbox"/>	<input type="checkbox"/>	2.90
11-Nov-2019	6.00 GBP	Other Travel - General	Took tram from Edinburgh Airport to the Courtyard by Marriott Hotel, Edinburgh where staying before NPM Business Meeting	<input type="checkbox"/>	<input type="checkbox"/>	6.00
11-Nov-2019	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight at the Courtyard by Marriott Hotel, Edinburgh before the NPM Business Meeting	<input checked="" type="checkbox"/>	<input type="checkbox"/>	21.00
12-Nov-2019	50.00 GBP	Other Travel - General	Took taxi from Heathrow Airport back to home following the NPM meeting in Edinburgh	<input type="checkbox"/>	<input type="checkbox"/>	50.00
18-Nov-2019	2.40 GBP	General Public Transport Travel	Travelled by tube (using Oyster) from Oxford Circus to St James's Park following speaking at an IAP/RCN workshop	<input type="checkbox"/>	<input type="checkbox"/>	2.40
18-Nov-2019	2.90 GBP	General Public Transport Travel	Travelled by tube (using Oyster) from St James's Park to Canary Wharf following meeting with MOJ officials	<input type="checkbox"/>	<input type="checkbox"/>	2.90
20-Nov-2019	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight with the team during the inspection of HMP/YOI Parc at Premier Inn Bridgend Central	<input checked="" type="checkbox"/>	<input type="checkbox"/>	21.00
21-Nov-2019	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed overnight with the team during the inspection of HMP/YOI Parc at Premier Inn Bridgend Central	<input checked="" type="checkbox"/>	<input type="checkbox"/>	21.00
27-Nov-2019	2.90 GBP	General Public Transport Travel	Travelled by tube (using Oyster) from St James's Park to Canary Wharf following meeting with MOJ and HMPPS officials	<input type="checkbox"/>	<input type="checkbox"/>	2.90
27-Nov-2019	2.90 GBP	General Public Transport Travel	Travelled by tube (using Oyster) from Canary Wharf to St James's Park to attend a meeting with YCS officials	<input type="checkbox"/>	<input type="checkbox"/>	2.90
09-Dec-2019	2.90 GBP	General Public Transport Travel	Travelled by tube (using Oyster) from St James's Park to Canary Wharf following meeting with MOJ and HMPPS officials	<input type="checkbox"/>	<input type="checkbox"/>	2.90
10-Dec-2019	2.40 GBP	General Public Transport Travel	Travelled by tube (using Oyster) from Canary Wharf to Bank to attend a meeting with home affairs journalists	<input type="checkbox"/>	<input type="checkbox"/>	2.40
Total						255.20

Mileage expenses

Start Date	End Date	Expense Type	Other Information	Total Miles	Mileage Rate	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
13-Nov-2019	13-Nov-2019	General Mileage	Used own car to be driven from home to Heathrow Airport to catch flight to Belfast. Car was then driven home again.	10(Miles)	0.25	☐		2.50
27-Nov-2019	27-Nov-2019	General Mileage	Used own car to drive from home to Bridgend to attend inspection of HMP/YOI Parc	172(Miles)	0.25	☐		43.00
29-Nov-2019	29-Nov-2019	General Mileage	Used own car to drive from Bridgend back to home following the inspection of HMP/YOI Parc	172(Miles)	0.25	☐		43.00
11-Dec-2019	11-Dec-2019	General Mileage	Used own car to drive from home to Lewes to attend IRP visit at HMP Lewes	60(Miles)	0.25	☐		15.00
11-Dec-2019	11-Dec-2019	General Mileage	Used own car to drive from Lewes back to home following the IRP visit to HMP Lewes	60(Miles)	0.25	☐		15.00
Total								118.50