

## Cash and Other Expenses: Business Expenses

Line	Date	Expense Type	Merchant Name	Reimbursable Amount (GBP)	Justification	Attachments
1	10-Apr-2013	Taxis - UK	Five Two's Taxis	6.50	Taxi from Aylesbury station to hotel to stay 2 nights with the team during the inspection of HMYOI Aylesbury	
2	10-Apr-2013	Overnight Subsistence		21.00	Stay 2 nights with the team during the inspection of HMYOI Aylesbury	
3	10-Apr-2013	Personal Incidental Expenses - UK		10.00	Stay 2 nights with the team during the inspection of HMYOI Aylesbury	
4	11-Apr-2013	Daily Subsistence (12+ hours)		13.55	Stay 2 nights with the team during the inspection of HMYOI Aylesbury	
5	15-Apr-2013	Taxis - UK	Shepperton Station Cars	7.00	Stay 1 night with the team during the inspection of HMP Bronzefield	
6	15-Apr-2013	Overnight Subsistence		21.00	Stay 1 night with the team during the inspection of HMP Bronzefield	
7	15-Apr-2013	Personal Incidental Expenses - UK		5.00	Stay 1 night with the team during the inspection of HMP Bronzefield	
8	16-Apr-2013	Taxis - UK	Express Cars	11.00	Stay 1 night with the team during the inspection of HMP Bronzefield	
9	18-Apr-2013	Overnight Subsistence		21.00	Went to Brussels to attend an EPSO conference. Stayed 1 night only. Travelled by Eurostar.	
10	18-Apr-2013	Personal Incidental Expenses - Overseas		10.00	Went to Brussels to attend an EPSO conference. Stayed 1 night only. Travelled by Eurostar.	
11	18-Apr-2013	Taxis - Overseas	Transport Taxis Vervoer	12.74	Taxi from station to hotel. Attended an EPSO conference. Stayed 1 night only. Travelled by Eurostar. Cost 15.00 Euros - converted at rate of 1 Euro to 0.85 GBP	
12	19-Apr-	Other Expenditure	Sheraton Brussels	101.11	Attended an EPSO conference. Stayed 1	

	2013		Hotel		night only. Accommodation booked by organisers at better rate than Redfern. Cost 119.00 Euros - converted at rate of 1 Euro to 0.85 GBP	
13	19-Apr-2013	Taxis - Overseas			Taxi from hotel to station. Attended an EPSO conference. Stayed 1 night only. Travelled by Eurostar. Cost 20.00 Euros - converted at rate of 1 Euro to 0.85 GBP	16.99
14	24-Apr-2013	Taxis - UK	Atlas Taxis		Taxi from station to hotel. Stayed 2 nights with the team during the inspection of HMP Blundeston.	5.00
15	24-Apr-2013	Overnight Subsistence			Stayed 2 nights with the team during the inspection of HMP Blundeston.	21.00
16	24-Apr-2013	Personal Incidental Expenses - UK			Stayed 2 nights with the team during the inspection of HMP Blundeston.	10.00
17	26-Apr-2013	Daily Subsistence (12+ hours)			Stayed 2 nights with the team during the inspection of HMP Blundeston.	13.55
18	22-May-2013	Taxis - UK	Licensed Taxi Service		Attended HOI Forum meeting in Cardiff. Taxi from the station to conference venue.	6.00
19	29-May-2013	Taxis - UK	Licensed London Taxi		Taxi to RSA for meeting - shortage of time to get there	7.00
20	29-May-2013	Taxis - UK	Licensed London Taxi		Taxi back to the office after meeting at the RSA - shortage of time to get back	8.00
21	30-May-2013	Taxis - UK	Licensed London Taxi		Taxi from office to Kingsway - for site visit to Victory House and on to Ofsted meeting	8.40
22	30-May-2013	Taxis - UK	Licensed London Taxi		Taxi from Ofsted offices to meeting in Victoria	16.00
				<b>Total</b>		<b>351.84</b>