

Expense Report for Peter Clarke: August 2017

Non-Mileage Expenses								
Date	Receipt Amount	Expense Type	Other Information	Merchant Name	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)	
02-Aug-2017	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed two nights with the team inspecting HMP Northumberland. Stayed at The White Swan, Alnwick booked through Redfern.		✓		21.00	
03-Aug-2017	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed two nights with the team inspecting HMP Northumberland. Stayed at The White Swan, Alnwick booked through Redfern.		✓		21.00	
15-Aug-2017	4.80 GBP	General Public Transport Travel	Travelled by tube (using Oyster) from office to HMIC offices for meeting of the Criminal Justice Chief Inspectors' Group. And returned to the office.				4.80	
16-Aug-2017	6.70 GBP	Other Travel - General	Drove own car from home to Swansea to take part in an inspection. Crossed the Severn Bridge toll.				6.70	
16-Aug-2017	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed two nights with the team during the inspection of HMP Swansea. Stayed at the Village Hotel, booked via Redfern.		✓		21.00	
17-Aug-2017	21.00 GBP	Overnight Subsistence - more than 5 miles	Stayed two nights with the team during the inspection of HMP Swansea. Stayed at the Village Hotel, booked via Redfern.		✓		21.00	
							Total	95.50
Mileage Expenses								
Start Date	End Date	Expense Type	Other Information	Trip Distance	Mileage Rate	Original Receipt Required	Receipt Missing	Reimbursable Amount (GBP)
02-Aug-2017	02-Aug-2017	General Mileage	Drove own car from home to Alnwick to stay two nights with the team inspecting HMP Northumberland.	338(Miles)	0.25			84.50
04-Aug-2017	04-Aug-2017	General Mileage	Stayed with the team during inspection of HMP Northumberland. Drove own car from the hotel to the prison, and then home after the debrief.	351(Miles)	0.25			87.75
16-Aug-2017	16-Aug-2017	General Mileage	Drove own car from home to Swansea. Stayed two nights with the team during the inspection of HMP Swansea. Stayed at the Village Hotel, booked via Redfern.	187(Miles)	0.25			46.75
18-Aug-2017	18-Aug-2017	General Mileage	Drove own car from Swansea to Dartmoor. Stayed in own accommodation before attending the inspection of HMP Dartmoor.	204(Miles)	0.25			51.00
26-Aug-2017	26-Aug-2017	General Mileage	Stayed in own accommodation during the week and attended inspection of HMP Dartmoor. Drove own car from Dartmoor to home.	195(Miles)	0.25			48.75
							Total	318.75