



**Office of the Police and Crime Commissioner for Cleveland  
Expenditure incurred on behalf of the Chief of Staff**

**Name**            **Simon Dennis**  
**Month**           **December 2014**

<b>Date</b>	<b>Event</b>	<b>Amount</b>	<b>Comments / Description</b>
15 December 2014	APACE Meeting, London	£111.00	Rail Tickets (non refundable; Chief of Staff unable to attend meeting due to illness)
	<b>Total</b>	<b>£111.00</b>	

**Notes on Expenses Claimed**

Hotel Accommodation

- Value for money and best use of public funds – lower priced suitable accommodation. No explicit limitation on star standard of hotel accommodation.
- Subsistence (UK and foreign) Dinner Rate £30
- Exceptional expenses not falling within any of the other types – must be reasonable incurred in carrying out business of the PCC.
- All exceptional expenses must be approved by the Chief Finance Officer