



**Office of the Police and Crime Commissioner for Cleveland
Expenses claimed by the Chief of Staff**

***Please note:** Expenses claimed refers to those personally paid for by the Chief of Staff and reimbursed from the Organisation*

Name **Simon Dennis**
Month **May 2016**

Date	Event	Amount	Comments / Description
2 May 2016	Meeting re SYP	£37.50	Meeting room booking fee – North Yorkshire expense to be recharged
3 May 2016	Meeting re SYP	£18.00	Parking fee – Leeds Station – North Yorkshire expense to be recharged
		£17.20	Train fare for meetings in Sheffield – North Yorkshire expense to be recharged
5 May 2016	Audit Committee	£5.60	Refreshments
	Monthly Total	£00.00	

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 Executive.

