



**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 April 2015

Date	Event	Amount	Comments / Description
23 April 2015	Meeting at Home Office & APACE Meeting	£18.50	Taxi Fare (taxi used due to time limits on itinerary for prompt arrival for meeting at Home Office – approved by Chief Finance Officer)
	Monthly Total	£18.50	

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.