



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

Name **Michael Porter**
Month **March 2014**

Date	Event	Amount	Comments / Description
March 2014	PATS Meeting, London	£153.00	Rail & Tube Tickets
	Total	£153.00	

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 Finance Officer