



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

Please note: Expenses claimed refers to those personally paid for by the Chief Finance Officer and reimbursed from the Organisation

Name Michael Porter
Month November 2016

Date	Event	Amount	Comments / Description
4 th November 2016	NERSOU Board Meeting	68 Miles	Cleveland HQ – Durham HQ (includes return journey)
10 th November 2016	Police and Crime Panel	28 Miles	North Yorkshire HQ – Cleveland HQ
16 th November 2016	Budget Meeting	7 Miles	SSC – Cleveland HQ
		Monthly Total £0.00 103 Miles	

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.