



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

**Name**            **Simon Dennis**  
**Month**           **October 2014**

<b>Date</b>	<b>Event</b>	<b>Amount</b>	<b>Comments / Description</b>
9 <sup>th</sup> -10 <sup>th</sup> October 2014	Joint APACE/PaCCTS Meeting, Warwick	£350.00	Delegate fee (includes accommodation)
22 October 2014	Workshop on Victims Commissioning	£105.50	Rail Tickets
	<b>Total</b>	<b>£455.50</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