



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

Name **Simon Dennis**
Month **November 2014**

Date	Event	Amount	Comments / Description
17 th -18 th November 2014	APCC Partnership Summit, Harrogate	£325.00	Delegate fee
26 November 2014	Home Office Chief Executive's Event, London	£104.50	Rail Tickets
	Total	£429.50	

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 Finance Officer