**NHS Business Services Authority Board Members and Senior Staff Business Expenses**

**(This document includes all expenses claimed for during the period 1 January 2023 – 31 March 2023)**

**1. Expenses**

**Michael Brodie**

**Chief Executive -** Total claim for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £1013.74

- Via Corporate Contract (Hire Car) £0

**Total**  **£1013.74**

**Expenses Claimed –** No Claims for this period.

**Via Corporate Contract (Travel/Accommodation)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | **Total**  **Costs £** |
|  | **Air £** | **Rail £** | **Accommodation £** |  |
| 15 February 2023 | London | External Meeting |  |  | £147.74 | £147.74 |
| 15 February 2023 | London | External Meeting |  | £0.50(Booking Fee) |  | £0.50 |
| 15 February 2023 | London | External Meeting |  | £43.90 |  | £43.90 |
| 15 February 2023 | Newcastle | External Meeting |  | £79.50 |  | £79.50 |
| 15 February 2023 | London (amended ticket) | External Meeting |  | £79.50 |  | £79.50 |
| 15 March 2023 | London Kings Cross | External Meeting |  | £222.30 |  | £222.30 |
| 15 March 2023 | London Kings Cross | External Meeting |  | £0.50(Booking Fee) |  | £0.50 |
| 15 March 2023 | London Kings Cross (amended ticket) | External Meeting |  | £65.00 |  | £65.00 |
| 15 March 2023 | Newcastle | External Meeting |  | £0.50(Booking Fee) |  | £0.50 |
| 15 March 2023 | Newcastle | External Meeting |  | £134.30 |  | £134.30 |
| 16 February 2023 | Morpeth | Internal Meeting |  | £77.50 |  | £77.50 |
| 16 February 2023 | Morpeth | Internal Meeting |  | £0.50(Booking Fee) |  | £0.50 |
| 17 March 2023 | London | External Meeting |  | £80.50 |  | £80.50 |
| 17 March 2023 | Newcastle | External Meeting |  | £80.50 |  | £80.50 |
| 17 March 2023 | London | External Meeting |  | £0.50(Booking Fee) |  | £0.50 |
| 17 March 2023 | Newcastle | External Meeting |  | £0.50(Booking Fee) |  | £0.50 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Brendan Brown**

**Director of Citizen Services –** Total claim for period:

- Expenses Claimed £21.50

- Via Corporate Contract (Travel/Accommodation) £63.90

- Via Corporate Contract (Hire Car) £0

**Total**  **£85.40**

**Expenses Claimed –**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | | **Other** | **Total Costs £** |
|  | **Air £** | **Rail £** | **Taxi/Car £** | **Accommodation/**  **Meals £** |
| 16 January 2023 | Newcastle | Internal meeting |  |  |  |  | Parking £12.50 | £12.50 |
| 27 January 2023 | Newcastle | Internal meeting |  |  |  |  | Parking £9.00 | £9.00 |

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | **Total**  **Costs £** |
|  | **Air £** | **Rail £** | **Accommodation £** |  |
| 08 February 2023 | Leeds | External Meeting |  | £63.40 |  | £63.40 |
| 15 March 2023 | Leeds | External Meeting |  | £0.50(Booking Fee) |  | £0.50 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Darren Curry**

**Chief Digital Officer –** Total claim for period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £1554.30

- Via Corporate Contract (Hire Car) £0

**Total £1554.30**

**Expenses Claimed –** No claims for this period.

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | **Total**  **Costs £** |
|  | **Air £** | **Rail £** | **Accommodation £** |  |
| 10 January 2023 | London | External Meeting |  | £14.00 |  | £14.00 |
| 10 January 2023 | External Meeting | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 10 January 2023 | London | External Meeting |  | £9.40 |  | £9.40 |
| 10 January 2023 | London | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 11 January 2023 | London | External Meeting |  | £61.30 |  | £61.30 |
| 11 January 2023 | Newcastle | External Meeting |  | £175.00 |  | £175.00 |
| 23 January 2023 | Leeds | Internal Meeting |  | £25.00 |  | £25.00 |
| 23 January 2023 | Newcastle | Internal Meeting |  | £61.80 |  | £61.80 |
| 23 January 2023 | Leeds | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 23 January 2023 | Newcastle | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 01 March 2023 | Manchester | External Meeting |  |  | £95.00 | £95.00 |
| 01 March 2023 | Manchester | External Meeting |  | £25.30 |  | £25.30 |
| 01 March 2023 | Newcastle | External Meeting |  | £81.40 |  | £81.40 |
| 01 March 2023 | Manchester | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 01 March 2023 | Newcastle | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 13 March 2023 | London Kings Cross | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 13 March 2023 | Leeds | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 13 March 2023 | London Kings Cross | External Meeting |  | £53.90 |  | £53.90 |
| 13 March 2023 | Leeds | External Meeting |  | £38.80 |  | £38.80 |
| 13 March 2023 | London | External Meeting |  |  | £260.00 | £260.00 |
| 13 March 2023 | Leeds (Route Change) | External Meeting |  | £35.60 |  | £35.60 |
| 13 March 2023 | Leeds | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 15 March 2023 | Newcastle | Internal Meeting |  | £192.80 |  | £192.80 |
| 15 March 2023 | Newcastle | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 20 March 2023 | London Kings Cross | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 20 March 2023 | Newcastle | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 20 March 2023 | London Kings Cross | External Meeting |  | £80.50 |  | £80.50 |
| 20 March 2023 | Newcastle | External Meeting |  | £15.20 |  | £15.20 |
| 21 March 2023 | London | External Meeting |  |  | £130.00 | £130.00 |
| 21 March 2023 | Newcastle | External Meeting |  | £192.80 |  | £192.80 |
| 21 March 2023 | Newcastle | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Mark Dibble**

**Executive Director of People and Corporate Services -**Total claims for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

**Total £0**

**Expenses Claimed –** No Claims for this period.

**Via Corporate Contract (Travel/Accommodation)** – No claims for this period

**Via Corporate Contract (Hire Car)** **–** No claims for this period

**Andy McKinlay**

**Executive Director of Finance, Commercial and Estates -** Total claims for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £215.20

- Via Corporate Contract (Hire Car) £0

**Total £215.20**

**Expenses Claimed** **–** No claims for this period.

**Via Corporate Contract (Travel/Accommodation)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | **Total**  **Costs £** |
|  | **Air £** | **Rail £** | **Accommodation £** |  |
| 15 March 2023 | London | External Meeting |  | £53.90 |  | £53.90 |
| 15 March 2023 | Leeds | External Meeting |  | £160.30 |  | £160.30 |
| 15 March 2023 | London | External Meeting |  | £0.50 |  | £0.50 |
| 15 March 2023 | Leeds | External Meeting |  | £0.50 |  | £0.50 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Allison Newell**

**Executive Director of Strategy, Performance, Business Development and Growth -** Total claim for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

**Total £0**

**Expenses Claimed –** No claims for this period.

**Via Corporate Contract (Travel/ Accommodation) –** No claims for this period

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Sue Douthwaite**

**Chair -** Total claim for this period:

- Expenses Claimed £759.79

- Via Corporate Contract (Travel/Accommodation) £1132.75

- Via Corporate Contract (Hire Car) £0

**Total £1892.54**

**Expenses Claimed -**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | | **Other** | **Total Costs £** |
|  | **Air £** | **Rail £** | **Taxi/Car £** | **Accommodation/**  **Meals £** |
| 11 October 2022 | Newcastle | Internal Meeting |  |  | £15.00 |  |  | £15.00 |
| 12 October 2022 | Newcastle | Internal Meeting |  |  |  | £22.50 |  | £22.50 |
| 13 October 2022 | Newcastle | Internal Meeting |  |  |  | £22.50 |  | £22.50 |
| 13 October 2022 | Newcastle | Internal Meeting |  |  | £15.00 |  |  | £15.00 |
| 03 November 2022 | London | External Meeting |  |  |  | £205.50 |  | £205.50 |
| 04 November 2022 | London | External Meeting |  |  |  | £22.50 |  | £22.50 |
| 06 November 2022 | Newcastle | Internal Meeting |  |  |  |  | Miles claimed @ 53p per mile | £63.19 |
| 08 November 2022 | Newcastle | Internal Meeting |  |  |  | £45.00 |  | £45.00 |
| 09 November 2022 | Wakefield | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £12.26 |
| 09 November 2022 | Huddersfield | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £12.13 |
| 15 November 2022 | Newcastle | Internal Meeting |  |  | £6.00 |  |  | £6.00 |
| 16 November 2022 | Newcastle | Internal Meeting |  |  |  | £22.50 |  | £22.50 |
| 04 December 2022 | Newcastle | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £58.02 |
| 07 December 2022 | Newcastle | Internal Meeting |  |  | £15.00 |  |  | £15.00 |
| 08 December 2022 | Newcastle | Internal Meeting |  |  |  | £22.50 |  | £22.50 |
| 19 December 2022 | Newcastle | Internal Meeting |  |  | £15.00 |  |  | £15.00 |
| 20 January 2023 | London | External Meeting |  |  |  |  | £10.85 | £10.85 |
| 06 February 2023 | London | External Meeting |  |  |  |  | Parking £11.50 | £11.50 |
| 06 February 2023 | Wakefield | External Meeting |  |  |  |  | Miles claimed @53p per mile | £12.30 |
| 06 February 2023 | Huddersfield | External Meeting |  |  |  |  | Miles claimed @53p per mile | £12.06 |
| 08 February 2023 | Newcastle | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £57.96 |
| 08 February 2023 | Huddersfield | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £58.02 |
| 08 February 2023 | Newcastle | Internal Meeting |  |  |  | £22.50 |  | £22.50 |

**Via Corporate Contract (Travel/Accommodation)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | **Total**  **Costs £** |
|  | **Air £** | **Rail £** | **Accommodation £** |  |
| 17 January 2023 | Newcastle | Internal Meeting |  | £184.00 |  | £184.00 |
| 17 January 2023 | Newcastle | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 06 February 2023 | London | External Meeting |  | £159.05 |  | £159.05 |
| 06 February 2023 | London | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 06 February 2023 | Wakefield | Internal Meeting |  | £130.00 |  | £130.00 |
| 06 February 2023 | Wakefield | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 08 February 2023 | Newcastle | Internal Meeting |  | £59.10 |  | £59.10 |
| 08 February 2023 | Newcastle | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 08 February 2023 | Newcastle | Internal Meeting |  |  | £80.00 | £80.00 |
| 09 February 2023 | Huddersfield | Internal Meeting |  |  |  | £92.10 |
| 09 February 2023 | Huddersfield | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 15 March 2023 | Newcastle | Internal Meeting |  | £146.70 |  | £146.70 |
| 15 March 2023 | Newcastle | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 15 March 2023 | Newcastle | Internal Meeting |  |  | £164.00 | £164.00 |
| 15 March 2023 | Newcastle | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 15 March 2023 | London | External Meeting |  | £48.95 |  | £48.95 |
| 15 March 2023 | London | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 17 March 2023 | Huddersfield | Internal Meeting |  | £64.35 |  | £64.35 |
| 17 March 2023 | Huddersfield | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Debra Bailey**

**Non-Executive Director** - Total claim for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £882.85

- Via Corporate Contract (Hire Car) £0

**Total**  **£882.85**

**Expenses Claimed –** No Claims for this period.

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | **Total**  **Costs £** |
|  | **Air £** | **Rail £** | **Accommodation £** |  |
| 15 March 2023 | Newcastle | Internal Meeting |  |  | £94.30 | £94.30 |
| 15 March 2023 | London | Internal Meeting |  | £319.50 |  | £319.50 |
| 15 March 2023 | London | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 16 March 2023 | London | Internal Meeting | £467.55 |  |  | £467.55 |
| 16 March 2023 | London | Internal Meeting |  | £1.00 (Booking Fee) |  | £1.00 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Kathryn Gillatt**

**Non-Executive Director -**Total claim for period:

- Expenses Claimed £563.37

- Via Corporate Contract (Travel/Accommodation) £160.00

- Via Corporate Contract (Hire Car) £0

**Total £723.37**

**Expenses Claimed –**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | | **Other** | **Total Costs £** |
|  | **Air £** | **Rail £** | **Taxi/Car £** | **Accommodation/**  **Meals £** |
| 20 October 2022 | Newcastle | Internal Meeting |  |  | £15.00 |  |  | £15.00 |
| 30 November 2022 | Fleetwood | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £71.06 |
| 30 November 2022 | Leicestershire | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £70.96 |
| 30 November 2022 | Fleetwood | Internal Meeting |  |  |  | £10.00 |  | £10.00 |
| 07 December 2022 | Newcastle | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £90.71 |
| 07 December 2022 | Newcastle | Internal Meeting |  |  |  | £22.50 |  | £22.50 |
| 08 December 2022 | Leicestershire | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £90.95 |
| 08 December 2022 | Newcastle | Internal Meeting |  |  |  | £10.00 |  | £10.00 |
| 08 February 2023 | Newcastle | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £90.56 |
| 09 February 2023 | Leicestershire | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £91.63 |

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | **Total**  **Costs £** |
|  | **Air £** | **Rail £** | **Accommodation £** |  |
| 08 February 2023 | Newcastle | Internal Meeting |  |  | £80.00 | £80.00 |
| 15 March 2023 | Newcastle | Internal Meeting |  |  | £80.00 | £80.00 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Karen Seth**

**Non-Executive Director -** Total claim for period:

- Expenses Claimed £62.02

- Via Corporate Contract (Travel/Accommodation) £180.30

- Via Corporate Contract (Hire Car) £0

**Total £242.32**

**Expenses Claimed –**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | | **Other** | **Total Costs £** |
|  | **Air £** | **Rail £** | **Taxi/Car £** | **Accommodation/**  **Meals £** |
| 08 December 2022 | **Stalybridge** | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £3.50 |
| 08 December 2022 | Glossop | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £3.51 |
| 08 December 2022 | Newcastle | Internal Meeting |  |  | £15.00 |  |  | £15.00 |
| 08 December 2022 | **Stalybridge** | Internal Meeting |  |  |  |  | £1.00 Parking | £1.00 |
| 09 February 2023 | **Stalybridge** | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £3.50 |
| 09 February 2023 | **Stalybridge** | Internal Meeting |  |  |  |  | Miles claimed @53p per mile | £3.51 |
| 09 February 2023 | Newcastle | Internal Meeting |  |  |  | £17.00 |  | £17.00 |
| 09 February 2023 | Newcastle | Internal Meeting |  |  |  | £15.00 |  | £15.00 |

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | **Total**  **Costs £** |
|  | **Air £** | **Rail £** | **Accommodation £** |  |
| 09 February 2023 | Newcastle | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 09 February 2023 | Leeds | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 09 February 2023 | Stalybridge | Internal Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 09 February 2023 | Newcastle | Internal Meeting |  | £64.00 |  | £64.00 |
| 09 February 2023 | Leeds | Internal Meeting |  | £11.20 |  | £11.20 |
| 09 February 2023 | Stalybridge | Internal Meeting |  | £103.60 |  | £103.60 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Mel Tomlin**

**Non-Executive Director -**Total claim for period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £160.00

- Via Corporate Contract (Hire Car) £0

**Total**  **£160.00**

**Expenses Claimed –** No Claims for this period.

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | **Total**  **Costs £** |
|  | **Air £** | **Rail £** | **Accommodation £** |  |
| 08 February 2023 | Newcastle | Internal Meeting |  |  | £80.00 | £80.00 |
| 15 March 2023 | Newcastle | Internal Meeting |  |  | £80.00 | £80.00 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Martin Kelsall**

**Director of Primary Care Services –** Total claim for period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £81.40

- Via Corporate Contract (Hire Car) £0

**Total £81.40**

**Expenses Claimed –** No claims for this period.

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | **Total**  **Costs £** |
|  | **Air £** | **Rail £** | **Accommodation £** |  |
| 16 January 2023 | Leeds | External Meeting |  | £80.90 |  | £80.90 |
| 16 January 2023 | Leeds | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |

**Via Corporate Contract (Hire Car) –** No claims for this period

**Gordon Coyne**

**Director of Workforce Services –** Total claim for period:

Expenses Claimed £40.39

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

**Total £40.39**

**Expenses Claimed –**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | | **Other** | **Total Costs £** |
|  | **Air £** | **Rail £** | **Taxi/Car £** | **Accommodation/**  **Meals £** |
| 03 October 2022 | Newcastle | Internal Meeting |  |  |  |  | Parking £15.39 | £15.39 |
| 14 November 2022 | Newcastle | External Meeting |  |  |  |  | Parking £15.00 | £15.00 |
| 14 November 2022 | Newcastle | External Meeting |  |  |  | £10.00 | Subsistence 10 Hrs or more £10.00 | £10.00 |

**Via Corporate Contract (Travel/ Accommodation) –** No claims this period.

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Dr Alison Metcalfe**

**Head of Professional and Clinical Services -**Total claims for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

**Total £0**

**Expenses Claimed –** No claims for this period.

**Via Corporate Contract (Travel/Accommodation) –** No claims for this period

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Miranda Sykes**

**Head of Communications and Marketing -**Total claims for this period:

- Expenses Claimed £46.80

- Via Corporate Contract (Travel/Accommodation) £198.50

- Via Corporate Contract (Hire Car) £0

**Total £245.30**

**Expenses Claimed**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | | **Other** | **Total Costs £** |
|  | **Air £** | **Rail £** | **Taxi/Car £** | **Accommodation/**  **Meals £** |
| 05 December 2022 | Newcastle | External Meeting |  |  |  |  | Parking £12.60 | £12.60 |
| 24 January 2023 | Newcastle | External Meeting |  |  |  |  | Parking £16.20 | £16.20 |
| 30 January 2023 | Newcastle | External Meeting |  |  |  |  | Parking £5.40 | £5.40 |
| 20 February 2023 | Newcastle | External Meeting |  |  |  |  | Parking £10.80 | £10.80 |
| 20 February 2023 | Newcastle | External Meeting |  |  |  |  | Parking £1.80 | £1.80 |

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | **Total**  **Costs £** |
|  | **Air £** | **Rail £** | **Accommodation £** |  |
| 27 March 2023 | London | External Meeting |  | £15.20 |  | £15.20 |
| 27 March 2023 | London | External Meeting |  | £95.40 |  | £95.40 |
| 27 March 2023 | Darlington | External Meeting |  | £86.40 |  | £86.40 |
| 27 March 2023 | London | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 27 March 2023 | London | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |
| 27 March 2023 | Darlington | External Meeting |  | £0.50 (Booking Fee) |  | £0.50 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Alison O’Brien**

**Associate Director of Operations -**Total claims for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £0

- Via Corporate Contract (Hire Car) £0

**Total**  **£0**

**Expenses Claimed –** No Claims for this period.

**Via Corporate Contract (Travel/Accommodation)** – No claims for this period

**Via Corporate Contract (Hire Car) –** No claims for this period.

**Dan Britton**

**Associate Director of Operations -**Total claims for this period:

- Expenses Claimed £0

- Via Corporate Contract (Travel/Accommodation) £46.60

- Via Corporate Contract (Hire Car) £0

**Total**  **£46.60**

**Expenses Claimed –** No Claims for this period.

**Via Corporate Contract (Travel/ Accommodation)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Dates** | **Destination** | **Purpose** | **Travel** | | | **Total**  **Costs £** |
|  | **Air £** | **Rail £** | **Accommodation £** |  |
| 16 January 2023 | Newcastle | Internal Meeting |  | £26.10 |  | £26.10 |
| 16 January 2023 | Leeds | Internal Meeting |  | £16.50 |  | £16.50 |
| 16 January 2023 | Newcastle | Internal Meeting |  | £2.00(Service Fee) |  | £2.00 |
| 16 January 2023 | Leeds | Internal Meeting |  | £2.00(Service Fee) |  | £2.00 |

**Via Corporate Contract (Hire Car) –** No claims for this period.

**2. Gifts/ Hospitality**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name** | **Position** | **Date received** | **Value where known (or estimated)** | **Provider** | **Details/Background** |
| Mark Dibble | Executive Director of People and Corporate Services | 02/02/2023 | £150 (estimate) | Best Companies | Presenting at Best Companies Live event. Meal and accommodation provided. |