

CHILD MAINTENANCE AND ENFORCEMENT COMMISSION BUSINESS EXPENSES OCTOBER - DECEMBER 2009

Janet Paraskeva, Chair (non-executive)

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
06/10/2009	Bolton	Site visit		£258.92	£42.00			£300.92
19 & 20/10/2009	Leeds	Commission Board 20/10/09		£116.59		£112.72		£229.31
20/10/2009	London	Commission meeting		£113.78	£7.00			£120.78
23 & 24/11/2009	London	Commission meeting & Commission Board			£20.20	£48.50		£68.70
27/11/2009	Leeds/London	Commission meetings		£216.79	£13.00			£229.79
17 & 18/12/2009	Leeds	Commission Board 18/12/09		£216.79		£107.29		£324.08
Totals			£0.00	£922.87	£82.20	£268.51	£0.00	£1,273.58

Deborah Absalom, Non-Executive Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
19 & 20/10/2009	Leeds	Commission Board 20/10/09		£332.09		£107.72		£439.81
12/11/2009	Leeds	Commission meeting		£269.39				£269.39
24/11/2009	London	Commission Board		£35.69				£35.69
18/12/2009	Leeds	Commission Board		£269.56				£269.56
Totals			£0.00	£906.73	£0.00	£107.72	£0.00	£1,014.45

Rosemary Carter, Non-Executive Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
01/04/2009 Q1	London	Commission meeting		£96.00	£28.30			£124.30
21/04/2009 Q1	London	Commission Board			£67.30			£67.30
06/05/2009 Q1	London	Commission meeting			£28.30			£28.30
19/05/2009 Q1	Leeds	Commission Board			£58.30			£58.30
10/06/2009 Q1	London	Commission meeting			£86.80			£86.80
23/06/2009 Q1	London	Commission Board			£73.40			£73.40
16/07/2009 Q2	London	Commission meeting			£59.80			£59.80
21/07/2009 Q2	Leeds	Commission Board			£63.30			£63.30
14/09/2009 Q2	Hitchin	Commission meeting			£63.30			£63.30
22/09/2009 Q2	London	Commission Board			£51.80			£51.80
19 & 20/10/2009	Leeds	Commission Board 20/10/09		£379.80	£61.80	£107.72		£549.32
19/11/2009	London	Commission meeting		£98.60	£57.40			£156.00
24/11/2009	London	Commission Board		£98.60	£56.80			£155.40
17 & 18/12/2009	Leeds	Commission Board 18/12/09		£379.76		£102.29		£482.05
		Cancellation fees		£37.24				£37.24
Totals			£0.00	£1,090.00	£756.60	£210.01	£0.00	£2,056.61

Bill Griffiths, Non-Executive Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
<i>20/07/2009</i>	<i>London</i>	<i>Commission meeting</i>			<i>£10.00</i>			£10.00
<i>02/09/2009</i>	<i>London</i>	<i>Commission meeting</i>			<i>£30.00</i>			£30.00
<i>14/09/2009</i>	<i>Hitchin</i>	<i>Commission meeting</i>			<i>£13.00</i>			£13.00
<i>22/09/2009</i>	<i>London</i>	<i>Commission Board</i>			<i>£10.00</i>			£10.00
19 & 20/10/2009	Leeds	Commission Board 20/10/09		£135.69		£107.72		£243.41
23 & 24/11/2009	London	Commission Board 24/11/09				£126.13		£126.13
14/12/2009	London	Commission meeting		£142.26				£142.26
17 & 18/12/2009	Leeds	Commission Board 18/12/09		£190.38		£102.29		£292.67
		Cancellation fees		£50.63				£50.63
Total			£0.00	£518.96	£63.00	£336.14	£0.00	£918.10

Heather Jackson, Non-Executive Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
<i>14/09/2009 Q2</i>	<i>Hitchin</i>	<i>Commission meeting</i>			£157.60			£157.60
19 & 20/10/2009	Leeds	Commission Board 20/10/09			£21.00	£107.72		£128.72
23 & 24/11/2009	London	Commission Board 24/11/09		£324.49		£183.71		£508.20
17 & 18/12/2009	Leeds	Commission Board 18/12/09				£102.29		£102.29
Totals			£0.00	£324.49	£178.60	£393.72	£0.00	£896.81

Maeve Sherlock, Non-Executive Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
19 & 20/10/2009	Leeds	Commission Board 20/10/09		£100.29		£107.72		£208.01
23 & 24/11/2009	London	Commission Board 24/11/09		£361.54		£174.63		£536.17
17 & 18/12/2009	Leeds	Commission Board 18/12/09		£219.07		£102.29		£321.36
Totals			£0.00	£680.90	£0.00	£384.64	£0.00	£1,065.54

Alan Hardy, Finance & Assurance Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
05 - 08/07/09 Q2	Newcastle	Commission meeting			£117.17			£117.17
16 - 18/07/09 Q2	Leeds	CSA Board			£36.32			£36.32
03 & 04/09/09 Q2	London	Commission meeting			£101.67			£101.67
07/09/09 Q2	London	Commission meeting				£26.00		£26.00
14/09/09 Q2	Hitchin	Commission meeting				£5.00		£5.00
15/09/09 Q2	Leeds	Commission meeting			£15.95			£15.95
16/09/09 Q2	Newcastle	CSA Board			£45.42	£106.49		£151.91
17/09/09 Q2	Leeds	Commission meeting			£60.72			£60.72
21/09/09 Q2	London	Commission meeting		£95.35				£95.35
22/09/09 Q2	London	Commission Board		£105.55				£105.55
28/09/09 Q2	London	Commission meeting		£93.64				£93.64
14 & 15/10/2009	Newcastle	CSA Board 15/10/09				£106.49		£106.49
20/10/2009	London	Commission meeting		£331.33		£240.48		£571.81
16/11/2009	Leeds	Commission meeting		£166.05				£166.05
19 & 20/11/2009	Newcastle	CSA Board 20/11/09				£148.39		£148.39
23/11/2009	London	Commission meeting		£93.64		£183.71		£277.35
24/11/2009	London	Commission Board		£47.95				£47.95
30/11/2009	London	Commission meeting		£53.06				£53.06
30/11/2009	Leeds	Commission meeting		£166.01				£166.01
		Cancellation fees		£58.29				£58.29
Totals			£0.00	£1,152.58	£377.25	£816.56	£0.00	£2,404.68

Stephen Leonard, Customer & Commissioning Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (including hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
07/07/09 Q2	Leeds	Commission meeting			£77.80			£77.80
14 - 18/07/09 Q2	Newcastle	Commission meeting			£107.85			£107.85
08/09/09 Q2	London	Commission meeting			£11.70			£11.70
14/09/09 Q2	London	Commission meeting			£10.70	£5.00		£15.70
16/09/09 Q2	Leeds	Commission meeting			£35.12			£35.12
22/09/09 Q2	London	Commission Board			£9.70			£9.70
28/09/09 Q2	London	Commission meeting		£233.48	£4.70	£4.75		£242.93
05/10/2009	London	Commission meeting		£223.03	£4.70	£4.75		£232.48
12/10/2009	London	Commission meeting		£223.03	£4.70	£4.75		£232.48
14 & 15/10/2009	Newcastle	CSA Board 15/10/09		£62.67	£9.00	£106.49		£178.16
26/10/2009	London	Commission meeting		£223.03	£4.70	£4.75		£232.48
27/10/2009	London	Commission meeting		£333.98	£10.70	£4.75		£349.43
02/11/2009	London	Commission meeting		£223.03	£4.70	£4.75		£232.48
16/11/2009	London	Commission meeting		£223.03	£4.70	£4.75		£232.48
19 & 20/11/2009	Newcastle	CSA Board 20/11/09	£137.89		£11.70	£101.83		£251.42
24/11/2009	London	Commission Board		£288.34	£10.70			£299.04
30/11/2009	London	Commission meeting		£223.20	£4.70	£4.75		£232.65
11/12/2009	London	Commission meeting		£223.20				£223.20
Totals			£137.89	£2,480.02	£327.87	£251.32	£0.00	£3,197.10

Susan Park, Corporate Affairs Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
06/04/09 - Q1	Leeds	Commission meeting			£4.00			£4.00
29/04/09 - Q1	Birmingham	Commission meeting			£11.60			£11.60
15/09/09 - Q2	N/A	Refund (train ticket)		-£119.86				-£119.86
01/10/2009	Leeds	Commission meeting		£276.58				£276.58
07/10/2009	Leeds	Commission meeting		£95.65		£74.00		£169.65
08/10/2009	Leeds	Commission meeting		£138.00				£138.00
14/10/2009	Leeds	Commission meeting		£212.80				£212.80
19 & 20/10/09	Leeds	Commission Board		£233.23		£107.72		£340.95
29/10/2009	Leeds	Commission meeting		£269.36		£71.19		£340.55
02/11/2009	Newcastle	Commission meeting		£275.16				£275.16
04/11/2009	Leeds	Commission meeting		£96.02		£71.19		£167.21
05/11/2009	Leeds	Commission meeting		£74.51				£74.51
09 - 11/11/2009	Leeds	Commission meeting		£269.60		£210.89		£480.49
17/11/2009 - 19/11/2009	Leeds	Commission meetings		£212.80		£141.02		£353.82
26/11/2009	Leeds	Commission meeting		£74.80		£71.19		£145.99
27/11/2009	Leeds	Commission meeting		£138.00				£138.00
03/12/2009	Leeds	Commission meeting		£269.56				£269.56
08/12/2009	Leeds	Commission meeting		£74.97				£74.97
09/12/2009	Leeds	Commission meeting		£52.01		£141.02		£193.03
11/12/2009	Newcastle	Commission meeting		£28.95				£28.95
17/12/2009	Leeds	Commission meeting		£43.62		£102.29		£145.91
18/12/2009	Leeds	Commission Board		£138.00				£138.00
Totals			£0.00	£2,853.76	£15.60	£990.51	£0.00	£3,859.87

Keith Woodhouse, Change and Corporate Services Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
14/09/09 Q2	N/A	Refund (train ticket)		-£7.76				-£7.76
15/09/09 Q2	N/A	Refund (train ticket)		-£78.06				-£78.06
15/09/09 Q2	N/A	Refund (train ticket)		-£4.44				-£4.44
21/09/09 Q2	London	Commission meeting				£166.27		£166.27
22/09/09 Q2	London	Refund (train ticket)		-£306.06				-£306.06
28/09/09 Q2	London	Commission meeting		£324.49				£324.49
18 - 25/10/09	India	Supplier meetings	£1,109.90			£1,391.73	£43.59	£2,545.22
26/10/2009	Manchester	Supplier meeting			£3.69			£3.69
12/11/2009	Leeds	Supplier meeting					£116.20	£116.20
24/11/2009	London	Commission Board		£324.70		£3.50		£328.20
30/11/2009	London	Commission meeting		£324.49				£324.49
15/12/2009	Belfast	CSA site visit	£193.57					£193.57
Totals			£1,303.47	£577.36	£3.69	£1,561.50	£159.79	£3,605.81

Mark Grimshaw, Managing Director, Child Support Agency

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
25/09/09 - Q2	London	Commission meeting			£13.00			£13.00
28 - 30/09/09 - Q2	Edinburgh	CSA meeting			£33.00	£10.00		£43.00
06 & 07/10/09	Leeds	Commission meeting		£118.12	£23.00	£237.74		£378.86
12/10/2009	Dudley	Commission meeting		£86.04	£31.00	£112.08		£229.12
13/10/2009	London	Commission meeting		£86.23				£86.23
19/10/2009	Leeds	Commission meeting		£176.77	£31.86			£208.63
	Newcastle	Commission meeting		£66.41	£23.00			£89.41
21/10/2009	Leeds	Commission meeting		£62.67	£23.00	£100.90		£186.57
22/10/2009	London	Commission meeting		£176.77	£14.00			£190.77
26/10/2009	London/Newcastle	CSA meetings		£225.76	£84.38			£310.14
29/10/2009	Leeds	Commission meeting		£62.67	£23.00	£100.90		£186.57
30/10/2009	London	Commission meeting		£176.77	£40.74			£217.51
02 & 03/11/09	London/Newcastle	Commission meeting & CSA meeting	£253.79	£185.53	£86.20	£342.05		£867.57
04/11/2009	Leeds	Commission meeting		£165.84	£23.97	£111.00		£300.81
05/11/2009	London	Commission meeting		£176.77	£23.71			£200.48
09/11/2009	Newcastle	Commission meeting			£49.45			£49.45
12/11/2009	London	Commission meeting		£185.32	£60.72	£171.69		£417.73
13/11/2009	London	Commission meeting		£40.44	£16.00			£56.44
16/11/2009	London	Commission meeting		£40.44	£23.97			£64.41
16 - 18/11/2009	Birmingham	CSA Conferences		£116.92	£5.00	£462.13		£584.05
19 & 20 /11/2009	Newcastle	CSA Board 20/11/2009	£137.29	£137.29	£35.25			£309.83
23/11/2009	London	Commission meeting		£80.88	£44.44			£125.32
25/11/2009	London/Newcastle	Commission meetings		£225.76	£51.04			£276.80
26/11/2009	Leeds	Commission meeting		£62.67	£23.00	£100.90		£186.57
27/11/2009	London	Commission meeting		£176.77				£176.77
14 & 15/12/2009	Plymouth	CSA meeting	£178.59	£147.96	£5.00	£262.00		£593.55
16/12/2009	Leeds	Commission meeting	£202.77		£20.00	£100.90		£323.67
17/12/2009	London	CSA meeting		£166.01	£34.16	£181.00		£381.17
18/12/2009	London	Commission meeting		£40.61	£19.13			£59.74
		Cancellation fees		£116.94				£116.94
Totals			£772.44	£3,304.36	£861.02	£2,293.29	£0.00	£7,231.11

Simon Mckinnon, Information and Technology Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (including hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
23/07/09 Q2	Warrington	DWP meeting			£16.20			£16.20
12/10/2009	London/Newcastle	Commission meetings		£212.46		£114.05		£326.51
Totals			£0.00	£212.46	£16.20	£114.05	£0.00	£342.71

Ian Pavey, Human Resources Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (including hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
24/08/09 - Q2	London	Commission meeting				£135.21		£135.21
07/09/09 - Q2	Newcastle	CSA meeting				£127.06		£127.06
21/09/09 - Q2	London	Commission meeting				£141.68		£141.68
21/09/09 - Q2	N/A	Refund (train ticket)		-£204.60				-£204.60
05/10/2009	London	Commission meeting		£223.03	£19.00			£242.03
12 & 13/11/2009	Settle	Commission meeting			£24.60			£24.60
25/11/2009	London	Commission meeting		£223.42	£8.00			£231.42
30/11/2009 & 01/12/2009	London	Commission meeting		£340.34	£27.00			£367.34
Totals			£0.00	£582.19	£78.60	£403.95	£0.00	£1,064.74

Ian Wright, Corporate Services Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (Inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
07/10/2009	Leeds	Commission meeting		£118.15	£22.72			£140.87
08/10/2009	Leeds	Commission meeting		£118.15	£22.72			£140.87
13/10/2009	Leeds	Commission meeting		£118.15	£9.36			£127.51
14/10/2009	Matfen	Commission meeting			£8.76			£8.76
19/10/2009	Leeds	Commission meeting		£118.15	£21.72			£139.87
22/10/2009	Leeds	Commission meeting		£118.15	£25.72			£143.87
28/10/2009	Leeds	Commission meeting		£118.15	£24.72			£142.87
30/10/2009	Leeds	Commission meeting		£118.15	£23.72			£141.87
04/11/2009	Leeds	Commission meeting		£118.15	£24.72			£142.87
05/11/2009	Leeds	Commission meeting		£118.15	£21.72			£139.87
11/11/2009	Belfast	Commission meeting	£154.57		£48.72			£203.29
18/11/2009	Leeds	Commission meeting		£118.15	£22.72			£140.87
25/11/2009	Leeds	Commission meeting		£118.15	£24.72			£142.87
27/11/2009	Leeds	Commission meeting		£118.32	£23.72			£142.04
09/12/2009	Leeds	Commission meeting		£118.32	£22.72			£141.04
17/12/2009	Leeds	Commission meeting		£118.32	£23.72			£142.04
		Cancellation fees		£19.93				£19.93
Totals			£154.57	£1,674.54	£372.20	£0.00	£0.00	£2,201.31

Footnotes:

1. The tables reflect:
 - a) the business costs for the period 1 October – 31 December 2009 which have already been paid (additional expenses relating to this period that are claimed subsequently will be declared in the next quarter);
 - b) the business costs for 1 April – 30 June and 1 July – 30 September 2009 which were paid between 1 October and 31 December (the figures in italics).
2. The Commission has adopted the Department for Work and Pensions expenses policy which is governed by HMRC and works with service providers for booking hotel and travel arrangements. The allowance for the costs of meals taken during overnight trips away from home and mileage and other expenses are set out in this guidance.
3. The Commission has a Head Office in Leeds and a London office. The CSA, for which the Commission is responsible, has a Head Office in Newcastle and offices across the country, and therefore, senior people have to frequently travel for meetings with colleagues and external contacts. Costs of travel will include costs for return to home base.
4. Business expenses for the Child Maintenance Commissioner, Stephen Geraghty, are published with the Department for Work and Pensions Executive Team business expenses.