

CHILD MAINTENANCE AND ENFORCEMENT COMMISSION BUSINESS EXPENSES JANUARY – MARCH 2011

Janet Paraskeva, Chair (non executive)

DATE	DESTINATION	PURPOSE	TRAVEL				Other (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/MEALS/SUBSISTENCE		
25/01/2011	Leeds	Commission Meeting		£50.90				£50.90
22/02/2011	Leeds	Commission Meeting		£50.90		£26.72		£77.62
Totals			£0.00	£101.80	£0.00	£26.72	£0.00	£128.52

Alan Hardy, Finance & Commercial Director

DATE	DESTINATION	PURPOSE	TRAVEL				Other (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/MEALS/SUBSISTENCE		
04 & 05/01/2011	Bradford	Commission Meetings				£92.70		£92.70
12 & 13/01/2011	London	Commission Meetings		£129.62		£167.88		£297.50
14/01/2011	London	Commission Meeting		£6.60				£6.60
17/01/2011	London	Commission Meeting		£38.11	£2.05	£159.88		£200.04
18/01/2011	Newcastle	Commission Meeting		£190.58		£119.20		£309.78
19/01/2011	London	Commission Meeting		£6.60				£6.60
31/01 - 02/02/2011	London	Commission Meetings		£138.95	£2.05	£360.08		£501.08
07/02/2011	London	Commission Meeting		£62.24	£8.45			£70.69
18/02/2011	London	Commission Meeting		£59.82	£8.45			£68.27
28/02/2011	London	Commission Meeting		£41.21	£2.05	£160.88		£204.14
01/03/2011	London	Commission Meeting		£26.19	£2.05			£28.24
04/03/2011	London	Commission Meeting		£59.82				£59.82
08/03/2011	London	Commission Meeting		£68.50	£8.45			£76.95
15/03/2011	London	Commission Meeting		£64.49	£8.45			£72.94

21/03/2011	London	Commission Meeting		£37.47	£2.05	£203.46		£242.98
22/03/2011	London	Commission Meeting		£33.93	£12.05			£45.98
29/03/2011	Newcastle	Commission Meeting			£77.65			£77.65
		Rail ticket cancellation		£62.07				£62.07
Totals			£0.00	£1026.20	£133.75	£1,264.08	£0.00	£2,424.03

Susan Park, Corporate Affairs Director

DATE	DESTINATION	PURPOSE	TRAVEL				Other (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/MEALS/SUBSISTENCE		
13/01/2010 - Q4	Leeds	Commission Meeting				£5.00		£5.00
27 & 28/01/2010 - Q4	Leeds	Commission Meetings				£10.00		£10.00
03/02/2010 - Q4	Leeds	Commission Meeting				£5.00		£5.00
17/02/2010 - Q4	Leeds	Commission Meeting				£5.00		£5.00
23 - 25/02/2010 - Q4	Leeds	Commission Meetings				£15.00		£15.00
03/03/2010 - Q4	Leeds	Commission Meeting				£5.00		£5.00
30/03/2010 - Q4	Leeds	Commission Meeting				£26.00		£26.00
07/04/2010 - Q1	Leeds	Commission Meeting				£26.00		£26.00
21/04/2010 - Q1	Leeds	Commission Meeting				£26.00		£26.00
26/04/2010 - Q1	Leeds	Commission Meeting				£5.00		£5.00
28/04/2010 - Q1	Leeds	Commission Meeting				£5.00		£5.00
19/05/2010 - Q1	Leeds	Commission Meeting				£5.00		£5.00
07 - 09/06/2010 - Q1	Leeds	Commission Meetings				£15.00		£15.00
04/08/2010 - Q2	Leeds	Commission Meeting				£26.00		£26.00
08/09/2010 - Q2	Leeds	Commission Meeting				£26.00		£26.00
15/09/2010 - Q2	Leeds	Commission Meeting				£26.00		£26.00
06/10/2010 - Q3	Leeds	Commission Meeting				£26.00		£26.00
13/10/2010 - Q3	Leeds	Commission Meeting				£26.00		£26.00
19/10/2010 - Q3	Leeds	Commission Meeting				£26.00		£26.00

27/10/2010 - Q3	Leeds	Commission Meeting				£26.00		£26.00
04 & 05/01/2011	Bradford	Commission Meetings		£56.49		£71.70		£128.19
05 & 06/01/2011	Leeds	Commission Meetings				£98.38		£98.38
20/01/2011	Leeds	Commission Meeting		£100.69				£100.69
24/01/2011	Leeds	Commission Meeting		£75.61		£81.16		£156.77
25/01/2011	Leeds	Commission Meeting		£69.00				£69.00
27/01/2011	Leeds	Commission Meeting		£83.16				£83.16
02 & 03/02/2011	Leeds	Commission Meetings		£76.22		£102.16		£178.38
10/02/2011	Leeds	Commission Meeting		£62.58				£62.58
24/02/2011	Leeds	Commission Meeting		£62.58				£62.58
02 & 03/03/11	Leeds	Commission Meetings		£129.78		£102.16		£231.94
09 & 10/03/2011	Leeds	Commission Meetings		£125.98		£142.39		£268.37
16 & 17/03/2011	Leeds	Commission Meetings		£180.87		£107.84		£288.71
23 & 24/03/2011	Leeds	Commission Meetings		£104.20		£102.16		£206.36
30 & 31/03/2011	Leeds	Commission Meetings		£62.58		£102.16		£164.74
		Rail ticket cancellation		£39.26				£39.26
Totals			£0.00	£1,229.00	£0.00	£1,245.11	£0.00	£2474.11

Keith Woodhouse, Change Director (left the organisation on 11/03/11)

No non taxable expenses for Q4

Mark Grimshaw, Managing Director, Child Support Agency (left the organisation on 14/01/2011)

DATE	DESTINATION	PURPOSE	TRAVEL				Other (inc hospitality given) £	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/MEALS/ SUBSISTENCE		
Q1 2010/11		Rail ticket cancellation		£18.25				£18.25
10/01/2011	Newcastle	Commission Meeting		£105.66				£105.66
12/01/2011	Leeds	Commission Meetings		£247.18				£247.18
Totals			£0.00	£371.09	£0.00	£0.00	£0.00	£371.09

Simon McKinnon, IT Director

No non taxable expenses for Q4

Ian Pavey, Human Resources Director

DATE	DESTINATION	PURPOSE	TRAVEL				Other (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMODATION/ MEALS/ SUBSISTENCE		
04 & 05/01/2011	Bradford	Commission Meetings			£64.90	£87.70		£152.60
10 & 11/01/2011	London	Commission Meetings			£13.00	£175.73		£188.73
07/02/2011	London	Commission Meetings		£63.78				£63.78
16/02/2011	London	Commission Meetings		£92.15	£6.50			£98.65
		Rail ticket cancellation		£67.86				£67.86
Totals			£0.00	£223.79	£84.40	£263.43	£0.00	£571.62

Ian Wright, Change Director

DATE	DESTINATION	PURPOSE	TRAVEL				Other (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/MEALS/ SUBSISTENCE		
04 & 05/01/2011	Bradford	Commission Meetings		£45.81		£92.70		£138.51
06/01/2011	Leeds	Commission Meetings		£53.62	£12.25	£98.38		£164.25
11 - 13/01/2011	Leeds	Commission Meetings		£92.82	£21.50	£195.38		£309.70
18/01/2011	Leeds	Commission Meetings		£80.08	£22.25			£102.33
19 - 21/01/2011	Leeds	Commission Meetings		£92.82	£22.25	£188.74		£303.81
25 - 27/01/2011	Leeds	Commission Meetings		£141.99	£9.25	£190.63		£341.87
03 & 04/02/2011	London	Commission Meetings		£275.77	£12.25	£175.98		£464.00

08 & 09/02/2011	London	Commission Meetings		£252.61		£180.73		£433.34
18/02/2011	Belfast	Commission Meetings	£162.58		£46.50			£209.08
07/03/2011	London	Commission Meetings		£270.77	£10.20			£280.97
21 & 22/03/2011	London	Commission Meetings		£189.36		£159.73		£349.09
		Rail ticket cancellation		£92.55				£92.55
Totals			£162.58	£1,588.20	£156.45	£1,282.27	£0.00	£3,189.50

Christine Forster, Operations Director, Child Support Agency

DATE	DESTINATION	PURPOSE	TRAVEL				Other (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/MEALS/SUBSISTENCE		
01/02/2011	London	Commission Meeting		£61.75		£9.30		£71.05
02 & 03/02/2011	Leeds	Commission Meeting		£179.96		£107.68		£287.64
08/02/2011	Dudley	Office Visit		£101.80	£12.50	£91.74		£206.04
09/02/2011	Leeds	Commission Meeting		£52.59	£13.00	£102.16		£167.75
10 & 11/02/2011	London	Commission Meeting		£124.09		£171.38		£295.47
15/02/2011	London/Leeds	Commission Meetings		£153.90		£214.30		£368.20
17 & 18/02/2011	London	Commission Meeting		£124.09		£173.94		£298.03
24/02/2011	London	Commission Meeting		£45.10		£13.55		£58.65
02/03/2011	London	Commission Meeting		£45.10		£13.55		£58.65
15 - 17/03/2011	Leeds	Commission Meetings		£268.63		£184.01		£452.64
17 & 18/03/2011	London	Commission Meeting		£56.76		£176.13		£232.89
22 & 23/03/2011	Leeds	Commission Meeting	£91.07	£136.04	£22.75	£202.94		£452.80
24 & 25/03/2011	London	Commission Meeting		£25.40		£171.38		£196.78
28/03/2011	London	Commission Meeting				£138.64		£138.64
29 & 30/03/2011	Newcastle/Leeds	Commission Meeting		£301.35		£76.16		£377.51
		Rail ticket cancellation		£55.53				£55.53
		Air ticket cancellation	£19.70					£19.70
Totals			£110.77	£1,732.09	£48.25	£1,846.86	£0.00	£3,737.97

Angela MacDonald, Customer Director

DATE	DESTINATION	PURPOSE	TRAVEL				Other (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/MEALS/SUBSISTENCE		
09/02/2011	Liverpool	Commission Meeting		£47.14				£47.14
22/02/2011	Leeds	Commission Meeting			£30.18			£30.18
08/03/2011	Blackpool	Office visit		£37.50	£10.20			£47.70
29/03/2011	Liverpool	Commission Meeting		£39.42				£39.42
Totals			£0.00	£124.06	£40.38	£0.00	£0.00	£164.44

Footnotes:

1. The tables reflect:

a) the business costs for the period 1 January – 31 March 2011 which have already been paid (additional expenses relating to this period that are claimed subsequently will be declared next quarter);

b) the business costs for previous months which were paid between 1 October and 31 December 2010 (the figures in italics).

2. The Commission's travel expenses policy is broadly the same as that of the Department for Work and Pensions and is subject to a formal dispensation by HMRC. The Commission works with service providers to book best value hotel and travel arrangements. Allowances for meals taken during overnight trips away from home, and for mileage and other expenses, are set out in the Commission's travel expenses policy.

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. 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. Non-executive directors' business expenses incurred for travelling to Commission Board meetings are deemed by HMRC to be taxable with effect from 2010/11, and consequently will be reported in the Commission's 2010/11 annual report and accounts, rather than in this log of non-taxable expenses. The Commission's Chair, Janet Paraskeva, unlike other non-executive directors, has a permanent base office and consequently incurs non-taxable expenses in travelling on Commission business outside London. She may incur taxable expenses when required to stay in London on Commission business.

5. Business expenses for the former Child Maintenance Commissioner, Stephen Geraghty, are published with the Department for Work and Pensions Executive Team business expenses. Stephen Geraghty left the Commission in May 2011.