

**CHILD MAINTENANCE AND ENFORCEMENT COMMISSION BUSINESS EXPENSES JULY – SEPTEMBER 2010**

**Janet Paraskeva, Chair (non-executive)**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
19/07/2010	London	Commission Board 20/07/10				£62.34	£62.34	
21/07/2010	Hastings	Office visit		£28.47			£28.47	
23/08/2010	Leeds	Commission Meeting		£109.46	£8.00		£117.46	
03/09/2010	Nottingham	Stakeholder Meeting		£52.00			£52.00	
<b>Totals</b>			<b>£0.00</b>	<b>£189.93</b>	<b>£8.00</b>	<b>£0.00</b>	<b>£260.27</b>	

**Alan Hardy, Finance & Assurance Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
<i>17 &amp; 18/06/2010 - Q1</i>	<i>Newcastle</i>	<i>Commission Meetings</i>				<i>£107.82</i>		<i>£107.82</i>
<i>28 &amp; 29/06/2010 - Q1</i>	<i>London</i>	<i>Commission Meetings</i>		<i>£57.99</i>	<i>£5.00</i>	<i>£183.54</i>		<i>£246.53</i>
12/07/2010	London	Commission Meeting		£55.45	£8.45			<b>£63.90</b>
14/07/2010	London	Commission Meeting		£96.01	£8.45			<b>£104.46</b>
19 & 20/07/2010	London	Commission Board 20/07/10		£83.88	£10.10	£212.18		<b>£306.16</b>
21 & 22/07/2010	Newcastle	Commission Meetings				£150.41		<b>£150.41</b>
02 & 03/08/2010	London	Commission Meetings		£56.80	£39.60	£170.84		<b>£267.24</b>
09/08/2010	London	Commission Meeting		£93.03	£8.45			<b>£101.48</b>
09 & 10/09/2010	London	Commission Meetings		£141.32				<b>£141.32</b>
20 & 21/09/2010	London	Commission Board 21/09/10		£14.40				<b>£14.40</b>
		Rail Ticket Cancellation Fees		£135.90				<b>£135.90</b>
<b>Totals</b>			<b>£0.00</b>	<b>£734.78</b>	<b>£80.05</b>	<b>£824.79</b>	<b>£0.00</b>	<b>£1,639.62</b>

**Susan Park, Corporate Affairs Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
01/07/2010	Leeds	Commission Meeting		£119.08				<b>£119.08</b>
08/07/2010	Leeds	Commission Meeting		£123.61				<b>£123.61</b>
15/07/2010	Leeds	Commission Meeting		£127.79				<b>£127.79</b>
21/07/2010	Leeds	Commission Meeting		£150.73				<b>£150.73</b>
29/07/2010	Leeds	Commission Meeting		£69.36				<b>£69.36</b>
04 & 05/08/2010	Leeds	Commission Meetings		£63.56		£67.61		<b>£131.17</b>
12/08/2010	Leeds	Commission Meeting		£103.13				<b>£103.13</b>
23/08/2010	Leeds	Commission Meeting		£102.13				<b>£102.13</b>
26/08/2010	Leeds	Commission Meeting		£60.04				<b>£60.04</b>
08 & 09/09/2010	Leeds	Commission Meetings		£44.22		£67.61		<b>£111.83</b>
15 & 16/09/2010	Leeds	Commission Meetings		£71.73		£67.61		<b>£139.34</b>
22/09/2010	Leeds	Commission Meeting		£48.56				<b>£48.56</b>
		Rail Ticket Cancellation Fees		£55.19				<b>£55.19</b>
<b>Totals</b>			<b>£0.00</b>	<b>£1,139.13</b>	<b>£0.00</b>	<b>£202.83</b>	<b>£0.00</b>	<b>£1,341.96</b>

**Keith Woodhouse, Change Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
<i>28/06/2010 - Q1</i>	<i>London</i>	<i>Commission Meeting</i>		<i>£292.24</i>				<i>£292.24</i>
<i>Q1</i>		<i>Rail ticket cancellation fee</i>		<i>£20.14</i>				<i>£20.14</i>
21/09/2010	London	Commission Board 21/09/10		£117.51				<b>£117.51</b>
<b>Totals</b>			<b>£0.00</b>	<b>£429.89</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£429.89</b>

**Mark Grimshaw, Managing Director, Child Support Agency**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
<i>02 &amp; 03/06/2010 - Q1</i>	<i>Blackpool</i>	<i>CSA Meeting and Office visit</i>			£63.93			<i>£63.93</i>
12 & 13/07/2010	London	Commission Meetings		£27.86	£17.00	£298.81		<b>£343.67</b>
14 & 15/07/2010	Leeds/London	Commission Meetings		£257.09	£32.61	£111.13		<b>£400.83</b>
19/07/2010	London/Newcastle	Commission Meeting		£226.20	£23.00			<b>£249.20</b>
20 - 23/07/2010	Leeds/Nottingham	Commission Meetings		£224.52	£36.50	£312.69		<b>£573.71</b>
26/07/2010	Belfast	CSA Meeting	£229.59		£226.20			<b>£455.79</b>
27/07/2010	London	CSA Meeting		£47.13	£29.50			<b>£76.63</b>
28/07/2010	Leeds	Commission Meeting		£175.34	£12.00	£96.64		<b>£283.98</b>
29 & 30/07/2010	London/Leeds	Supplier Meetings		£115.46	£123.54	£107.82		<b>£346.82</b>
03 - 05/08/2010	Leeds	Commission Meetings		£395.48	£17.50	£174.05		<b>£587.03</b>
17 & 18/08/2010	London	Commission Meetings		£178.91	£22.00	£195.16		<b>£396.07</b>
19 & 20/08/2010	Plymouth	Office visit	£154.19	£40.91	£43.50	£97.63		<b>£336.23</b>
26/08/2010	Leeds/London	Commission Meeting		£114.21	£137.39	£89.47		<b>£341.07</b>
27/08/2010	Bromley/London	CSA Meetings		£13.40	£4.40			<b>£17.80</b>
02/09/2010	London/Leeds	Commission Meeting		£226.27	£11.00			<b>£237.27</b>
06 - 08/09/2010	Leeds/Newcastle	Commission Meetings		£338.18	£73.75	£303.69		<b>£715.62</b>
14/09/2010	Nottingham	Supplier Meeting		£39.54	£5.00	£95.51		<b>£140.05</b>
15/09/2010	Leeds	Commission Meeting		£33.27		£81.63		<b>£114.90</b>
16/09/2010	London	Commission Meeting		£177.53	£12.00			<b>£189.53</b>
21 - 23/09/2010	Leeds/London	Commission Meetings		£355.06	£61.00	£308.73		<b>£724.79</b>
28 - 30/09/2010	Newcastle/London	Commission Meetings		£258.82	£60.50	£368.29		<b>£687.61</b>
		Plane ticket cancellation fees	£59.10					<b>£59.10</b>
		Rail ticket cancellation fees		£330.05				<b>£330.05</b>
<b>Totals</b>			<b>£442.88</b>	<b>£3,575.23</b>	<b>£1,012.32</b>	<b>£2,641.25</b>	<b>£0.00</b>	<b>£7,671.68</b>

**Simon McKinnon, Information and Technology Director**

No expenses claimed

**Ian Pavey, Human Resources Director**

No expenses claimed

Ian Wright, Corporate Services Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (Inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
23/06/2010 - Q1	Leeds	Commission Meeting		£65.12	£23.72			£88.84
01/07/2010	Leeds	Commission Meeting		£65.12	£10.36			£75.48
13 & 14/07/2010	Plymouth/Leeds	Commission Meetings	£228.18	£32.93	£61.72	£98.34		£421.17
21/07/2010	Leeds	Commission Meeting		£19.12				£19.12
23/07/2010	Leeds	Commission Meeting		£53.78	£22.72			£76.50
27 - 29/07/2010	Leeds	Commission Meetings		£66.31	£22.72	£195.34		£284.37
03 - 05/08/2010	Leeds	Commission Meetings		£76.31	£23.72	£196.69		£296.72
10 - 12/08/2010	Leeds	Commission Meetings		£66.26	£22.72	£195.34		£284.32
17 - 19/08/2010	Leeds	Commission Meetings		£65.76	£23.72	£195.34		£284.82
08 & 09/09/2010	Leeds	Commission Meetings		£32.88	£23.72	£98.34		£154.94
15/09/2010	Leeds	Commission Meeting		£65.76	£22.72			£88.48
16/09/2010	Leeds	Commission Meeting		£75.31	£22.72			£98.03
17/09/2010	Falkirk	Commission Meeting		£49.05	£34.72			£83.77
22/09/2010	Leeds	Commission Meeting		£75.31	£23.72			£99.03
24/09/2010	Leeds	Commission Meeting		£65.76	£26.72			£92.48
		Rail ticket cancellation fees		£38.45				£38.45
<b>Totals</b>			<b>£228.18</b>	<b>£913.23</b>	<b>£365.72</b>	<b>£979.39</b>	<b>£0.00</b>	<b>£2,448.07</b>

**Footnotes:**

1. The tables reflect:

a) the business costs for the period 1 July - 30 September 2010 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 July and 30 September 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, 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. 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 return 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 Child Maintenance Commissioner, Stephen Geraghty, are published with the Department for Work and Pensions Executive Team business expenses.