

**CHILD MAINTENANCE AND ENFORCEMENT COMMISSION BUSINESS EXPENSES JULY - SEPTEMBER 2009**

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

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
13/07/2009	London	Ministerial Meeting			£4.08			<b>£4.08</b>
17/07/2009	Leeds/London	Commission Meeting		£172.73	£17.00			<b>£189.73</b>
20/07/2009	Leeds	Commission Meeting		£216.83	£32.10	£106.19		<b>£355.12</b>
21/07/2009	Leeds	Commission Board			£11.00			<b>£11.00</b>
14 & 15/09/2009	Hitchin	Commission Meeting		£19.94	£28.96	£164.10		<b>£213.00</b>
15/09/2009	London	Commission Meeting		£18.86	£11.00			<b>£29.86</b>
22/09/2009	London	Commission Board			£30.89			<b>£30.89</b>
		Rail ticket cancellation fees		£18.43				<b>£18.43</b>
<b>Totals</b>			<b>£0.00</b>	<b>£446.79</b>	<b>£135.03</b>	<b>£270.29</b>	<b>£0.00</b>	<b>£852.11</b>

**Deborah Absalom, Non-Executive Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
21/07/2009	Leeds	Commission Board		£271.29				<b>£271.29</b>
15/09/2009	Hitchin	Commission Meeting				£34.50		<b>£34.50</b>
22/09/2009	London	Commission Board		£35.69				<b>£35.69</b>
<b>Totals</b>			<b>£0.00</b>	<b>£306.98</b>	<b>£0.00</b>	<b>£34.50</b>	<b>£0.00</b>	<b>£341.48</b>

**Rosemary Carter, Non-Executive Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
16/07/2009	London	Commission Meeting		£98.39				<b>£98.39</b>
20/07/2009	Leeds	Commission Board 21/07/09		£382.44		£101.19		<b>£483.63</b>
14 & 15/09/2009	Hitchin	Commission Meeting		£127.84		£159.10		<b>£286.94</b>
21/09/2009	London	Commission Board 22/09/09		£98.39		£134.00		<b>£232.39</b>
		Rail ticket cancellation fees		£82.34				<b>£82.34</b>
<b>Totals</b>			<b>£0.00</b>	<b>£789.40</b>	<b>£0.00</b>	<b>£394.29</b>	<b>£0.00</b>	<b>£1,183.69</b>

**Bill Griffiths, Non-Executive Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
20/04/2009 Q1	London	Commission Board			£22.00			£22.00
08/06/2009 Q1	Leeds	Commission Meeting		£6.70				£6.70
22 & 23/06/2009 Q1	London	Commission Board			£20.00			£20.00
20/07/2009	London	Commission Meeting		£129.74	£10.00			£139.74
21/07/2009	Leeds	Commission Board		£68.18				£68.18
02/09/2009	London	Commission Meeting		£227.63	£30.00			£257.63
14 & 15/09/2009	Hitchin	Commission Meeting		£26.19	£13.00	£159.10		£198.29
15/09/2009	London	Commission Meeting		£25.11				£25.11
22/09/2009	London	Commission Board		£308.75	£10.00			£318.75
		Rail ticket cancellation fees		£72.84				£72.84
<b>Totals</b>			<b>£0.00</b>	<b>£865.14</b>	<b>£105.00</b>	<b>£159.10</b>	<b>£0.00</b>	<b>£1,129.24</b>

**Heather Jackson, Non-Executive Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
<i>22/06/2009 Q1</i>	<i>London</i>	<i>Commission Meeting</i>			<i>£60.00</i>			<i>£60.00</i>
02/09/2009	London	Commission Meeting		£324.49				£324.49
08/09/2009	London	Commission Meeting		£324.49				£324.49
14 & 15/09/2009	Hitchin	Commission Meeting				£159.10		£159.10
22/09/2009	London	Commission Board		£324.49	£13.00			£337.49
		Rail ticket cancellation fees		£37.07				£37.07
<b>Totals</b>			<b>£0.00</b>	<b>£1,010.54</b>	<b>£73.00</b>	<b>£159.10</b>	<b>£0.00</b>	<b>£1,242.64</b>

**Maeve Sherlock, Non-Executive Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
21/07/2009	Leeds	Commission Board		£53.74				£53.74
11/08/2009	London	Commission Meeting		£358.90				£358.90
18/08/2009	London	Commission Meeting		£358.90				£358.90
14 & 15/09/2009	Hitchin	Commission Meeting		£26.19		£159.10		£185.29
15/09/2009	London	Commission Meeting		£25.11				£25.11
22/09/2009	London	Commission Board		£185.32				£185.32
		Rail ticket cancellation fees		£54.21				£54.21
<b>Totals</b>			<b>£0.00</b>	<b>£1,062.37</b>	<b>£0.00</b>	<b>£159.10</b>	<b>£0.00</b>	<b>£1,221.47</b>

**Alan Hardy, Finance & Assurance Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
06 & 07/07/09	Newcastle	Commission Meeting/Interviews			£15.95	£166.10		<b>£182.05</b>
13/07/2009	London	Commission Meeting		£87.94	£49.93			<b>£137.87</b>
15/07/2009	Newcastle	CSA Board Meeting				£143.75		<b>£143.75</b>
27/07/2009	London	Commission Meeting		£87.94	£58.08			<b>£146.02</b>
10 & 11/08/2009	London	Commission Meeting		£94.47	£43.28	£161.21		<b>£298.96</b>
17/08/2009	London	Commission Meeting		£51.55		£143.75		<b>£195.30</b>
18/08/2009	London	Commission Meeting		£42.50	£22.00			<b>£64.50</b>
01/09/2009	London	Commission Meeting		£47.57	£27.37	£161.21		<b>£236.15</b>
02/09/2009	Leeds	Commission Meeting		£162.35				<b>£162.35</b>
04/09/2009	London	Commission Meeting		£135.51	£20.48			<b>£155.99</b>
07 & 08/09/2009	London	Commission Meeting		£94.05	£37.89	£166.27		<b>£298.21</b>
14 & 15/09/2009	Hitchin	Commission Meeting				£159.10		<b>£159.10</b>
21/09/2009	London	Commission Meeting			£32.81			<b>£32.81</b>
		Rail ticket cancellation fees		£76.40				<b>£76.40</b>
<b>Totals</b>			<b>£0.00</b>	<b>£880.28</b>	<b>£307.79</b>	<b>£1,101.39</b>	<b>£0.00</b>	<b>£2,289.46</b>

**Stephen Leonard, Customer & Commissioning Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (including hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
06/07/2009	London	Commission Meeting		£193.03				£193.03
15/07/2009	Newcastle	Commission Meeting				£71.19		£71.19
29/07/2009	London	Commission Meeting		£233.48				£233.48
11/08/2009	London	Commission Meeting		£233.69				£233.69
18/08/2009	London	Commission Meeting		£330.02				£330.02
24/08/2009	London	Commission Meeting		£233.48				£233.48
08/09/2009	London	Commission Meeting		£123.76				£123.76
	Leeds	Commission Meeting		£165.84				£165.84
14 & 15/09/2009	London	Commission Meeting		£123.76				£123.76
	Hitchin	Commission Meeting		£26.40		£159.10		£185.50
22/09/2009	London	Commission Board		£123.76				£123.76
	Leeds	Commission Meeting		£165.84				£165.84
		Rail ticket cancellation fees		£73.72				£73.72
<b>Totals</b>			<b>£0.00</b>	<b>£2,026.78</b>	<b>£0.00</b>	<b>£230.29</b>	<b>£0.00</b>	<b>£2,257.07</b>

**Susan Park, Corporate Affairs Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
01 & 02/07/2009	Leeds	Commission Meeting		£165.84		£192.76		<b>£358.60</b>
03/07/2009	Nottingham	Commission Meeting		£123.63				<b>£123.63</b>
06/07/2009	Hitchin	Commission Meeting				£94.88		<b>£94.88</b>
13/07/2009	London	Ministerial Meeting			4.08			<b>£4.08</b>
15/07/2009	Newcastle	Commission Meeting		£139.24		£71.19		<b>£210.43</b>
16/07/2009	Newcastle	Commission Meeting		£178.67				<b>£178.67</b>
21 & 22/07/2009	Leeds	Commission Board		£271.29		£156.29		<b>£427.58</b>
03 - 05/08/2009	Leeds	Commission Meeting		£271.29		£222.07		<b>£493.36</b>
13/08/2009	Leeds	Commission Meeting		£271.29				<b>£271.29</b>
25 & 26/08/2009	Newcastle	Commission Meetings		£184.37				<b>£184.37</b>
	Leeds			£46.43		£148.48		<b>£194.91</b>
27/08/2009	Newcastle	Commission Meeting		£61.44				<b>£61.44</b>
09/09/2009	Leeds	Commission Meeting		£269.39		£78.80		<b>£348.19</b>
14 & 15/09/2009	Hitchin	Commission Meeting				£159.06		<b>£159.06</b>
15/09/2009	Leeds	Commission Meeting		£138.50		£74.90		<b>£213.40</b>
16/09/2009	Leeds	Commission Meeting		£138.29				<b>£138.29</b>
21/09/2009	Leeds	Commission Meeting		£269.39				<b>£269.39</b>
23 & 24/09/093	Leeds	Commission Meeting		£138.29		£149.80		<b>£288.09</b>
25/09/2009	Leeds	Commission Meeting		£138.29				<b>£138.29</b>
29/09/2009	Leeds	Commission Meeting		£276.58				<b>£276.58</b>
		Rail ticket cancellation fees		£55.29				<b>£55.29</b>
<b>Totals</b>			<b>£0.00</b>	<b>£3,137.51</b>	<b>£4.08</b>	<b>£1,348.23</b>		<b>£4,489.82</b>

**Keith Woodhouse, Change and Corporate Services Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
10/08/2009	London	Commission Meeting		£324.49		£135.21		<b>£459.70</b>
18/08/2009	London	Commission Meeting		£324.70				<b>£324.70</b>
02/09/2009	London	Commission Meeting		£324.49				<b>£324.49</b>
08/09/2009	London	Commission Meeting		£324.49				<b>£324.49</b>
14 & 15/09/09	London	Commission Meeting		£165.84				<b>£165.84</b>
	Hitchin	Commission Meeting		£26.19		£159.10		<b>£185.29</b>
15/09/2009	Leeds	Commission Meeting		£119.36				<b>£119.36</b>
21/09/2009	London	Commission Meeting		£324.49				<b>£324.49</b>
22/09/2009	London	Commission Board		£324.49				<b>£324.49</b>
		Rail ticket cancellation fees		£36.86				<b>£36.86</b>
<b>Totals</b>			<b>£0.00</b>	<b>£2,295.40</b>	<b>£0.00</b>	<b>£294.31</b>	<b>£0.00</b>	<b>£2,589.71</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		
06/07/2009	London	Commission Meeting		£40.44	£49.92			<b>£90.36</b>
07/07/2009	London	Civil Service training event		£81.09	£47.31			<b>£128.40</b>
08/07/2009	London	Civil Service training event		£80.88	£55.82			<b>£136.70</b>
13 & 14/07/2009	Newcastle/ Falkirk	CSA Meeting		£158.24	£26.00	£94.38		<b>£278.62</b>
					£25.00			<b>£25.00</b>
15/07/2009	Leeds	Commission Meeting		£118.36	£46.00			<b>£164.36</b>
21 & 22/07/2009	London	Commission Meeting		£40.44	£40.11	£208.29		<b>£288.84</b>
	Leeds	Commission Meeting		£165.84				<b>£165.84</b>
23/07/2009	London	Commission Meeting		£176.77				<b>£176.77</b>
03/08/2009	London	Civil Service Meeting			£63.20			<b>£63.20</b>
	Newcastle	Commission Meeting			£23.00			<b>£23.00</b>
05/08/2009	Leeds	Commission Meeting		£118.15	£46.00			<b>£164.15</b>
17/08/2009	London	Civil Service Meeting			£46.91			<b>£46.91</b>
	Newcastle	CSA Meeting			£23.00			<b>£23.00</b>
18 & 19/08/2009	Leeds	Commission Meeting		£62.67	£23.00	£208.29		<b>£293.96</b>
20/08/2009	Dudley	CSA Meeting		£100.03		£98.11		<b>£198.14</b>
21/08/2009	London	Commission Meeting		£86.43				<b>£86.43</b>
24/08/2009	London	Civil Service Meeting		£40.44	£60.49			<b>£100.93</b>
25 & 26/08/2009	Leeds	CSA Meeting		£62.67	£23.00	£208.29		<b>£293.96</b>
27/08/2009	London	Commission Meeting		£164.89				<b>£164.89</b>
01/09/2009	Birmingham	Ticket cancelled but non-refundable	£220.59					<b>£220.59</b>
02/09/2009	Leeds	Commission Meeting		£176.98		£119.53		<b>£296.51</b>
03/09/2009	Newcastle	Commission Meeting		£61.44	£17.25			<b>£78.69</b>
08/09/2009	Leeds	Commission Meeting		£62.67	£23.00	£100.90		<b>£186.57</b>
09/09/2009	London	CSA Meeting		£166.05		£170.76		<b>£336.81</b>

10/09/2009	London	CSA Meeting				£204.05		<b>£204.05</b>
11/09/2009	London	CSA Meeting		£40.44				<b>£40.44</b>
14/09/2009	London	Civil Service Meeting		£40.00	£20.91	£181.00		<b>£241.91</b>
15/09/2009	Newcastle	Commission Meeting		£184.37	£23.00			<b>£207.37</b>
17/09/2009	Edinburgh	CSA Board Meeting		£72.74	£23.00			<b>£95.74</b>
	Falkirk	Visit to CSA office		£14.98	£5.00	£94.38		<b>£114.36</b>
18/09/2009	London	Commission Meeting	£244.79		£13.33			<b>£258.12</b>
21/09/2009	London/ Newcastle	CSA Meeting		£40.44	£62.96			<b>£103.40</b>
		CSA Meeting		£184.37	£23.00			<b>£207.37</b>
22 - 24/09/2009	Leeds	CSA Meeting		£59.72	£23.00	£300.07		<b>£382.79</b>
25/09/2009	Leeds	Commission Meeting		£176.77				<b>£176.77</b>
28/09/2009	Edinburgh	CSA Management Meeting	£273.19	£51.32				<b>£324.51</b>
		Rail ticket cancellation fees		£349.51				<b>£349.51</b>
<b>Totals</b>			<b>£738.57</b>	<b>£3,179.14</b>	<b>£833.21</b>	<b>£1,988.05</b>	<b>£0.00</b>	<b>£6,738.97</b>

**Simon Mckinnon, Information and Technology Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (including hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
28/07/2009	London	Commission Meeting		£21.25				£21.25
28/07/2009	Leeds	Commission Meeting		£165.84				£165.84
04/08/2009	Newcastle	Commission Meeting		£115.89				£115.89
07/09/2009	London/Leeds	Meeting with Supplier		£166.05	£11.80			£177.85
<b>Totals</b>			<b>£0.00</b>	<b>£469.03</b>	<b>£11.80</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£480.83</b>

**Ian Pavey, Human Resources Director**

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
05/05/09 Q1	London	Commission Meeting			£25.83			£25.83
06/05/09 Q1	London	Commission Meeting			£23.54			£23.54
26/05/09 Q1	London	Commission Meeting			£22.00			£22.00
13/07/2009	Falkirk	Commission Meeting		£286.49		£94.38		£380.87
16/07/2009	London	Commission Meeting		£199.50	£29.54	£15.00		£244.04
21/08/2009	Leeds	Commission Meeting		£96.49				£96.49
24 & 25/08/2009	London	Commission Meeting		£285.61				£285.61
07/09/2009	Newcastle	CSA Management Team meeting		£115.68				£115.68
21/09/2009	London	Commission Meeting		£223.03				£223.03
21 & 22/09/2009	London	Commission Meeting		£288.08	£12.00			£300.08
		Rail ticket cancellation fees		£36.86				£36.86
<b>Totals</b>			<b>£0.00</b>	<b>£1,531.74</b>	<b>£112.91</b>	<b>£109.38</b>	<b>£0.00</b>	<b>£1,754.03</b>

Ian Wright, Corporate Services Director

DATE	DESTINATION	PURPOSE	TRAVEL				OTHER (Inc hospitality given)	Total Cost
			AIR	RAIL	TAXI/CAR	ACCOMMODATION/ MEALS/ SUBSISTENCE		
02/07/09	Falkirk	Estates Meeting		£158.24	£24.75			£182.99
08/07/09	Leeds	Commission Meeting		£118.15	£23.50			£141.65
09/07/09	Leeds	Commission Meeting		£118.15	£22.50			£140.65
22 & 23/07/2009	Leeds	Commission Meeting		£118.15	£23.50	£97.19		£238.84
05/08/09	Leeds	Commission Meeting		£118.15	£23.72			£141.87
06/08/09	Leeds	Commission Meeting		£118.36	£22.72			£141.08
13/08/09	Leeds	Commission Meeting		£118.15	£23.72			£141.87
19/08/09	Leeds	Commission Meeting		£118.36	£21.72			£140.08
20/08/09	Leeds	Commission Meeting		£118.15	£22.72			£140.87
26/08/09	Leeds	Commission Meeting		£118.15	£24.72			£142.87
23 - 25/09/2009	Leeds	Commission Meeting		£118.15	£23.72	£202.00		£343.87
		Rail ticket cancellation fees		£36.86				£36.86
<b>Totals</b>			<b>£0.00</b>	<b>£1,377.02</b>	<b>£257.29</b>	<b>£299.19</b>	<b>£0.00</b>	<b>£1,933.50</b>

**Footnotes:**

1. The tables reflect:
  - a) the business costs for the period 1 July – 30 September 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 which were paid between 1 July and 30 September (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.