

**January:**

| <b>Occasion</b>                     | <b>Item</b>               | <b>Date</b> | <b>Cost (£)</b> |
|-------------------------------------|---------------------------|-------------|-----------------|
| Commission Board Dinner             | Dinner (share of)         | 14/01/10    | 27.85           |
|                                     | Overnight hotel, London   |             | 124.79          |
| Visit to EC North of England Office | Return Rail London - York | 22/01/10    | 93.00           |
|                                     | Breakfast                 |             | 3.30            |
|                                     | Taxi Station - Office     |             | 7.00            |
|                                     | Taxi Office - Station     |             | 7.50            |
| <b>total (£)</b>                    |                           |             | <b>263.44</b>   |

**February**

| <b>Occasion</b>                     | <b>Item</b>                    | <b>Date</b> | <b>Cost (£)</b> |
|-------------------------------------|--------------------------------|-------------|-----------------|
| Visit to EC Northern Ireland Office | Return Flight London - Belfast | 12/02/10    | 59.98           |
|                                     | Return Taxi home - airport     |             | 90.00           |
|                                     | taxi airport to office         |             | 9.40            |
|                                     | taxi office to airport         |             | 7.51            |
| <b>total (£)</b>                    |                                |             | <b>166.89</b>   |

**March**

| <b>Occasion</b>               | <b>Item</b>                          | <b>Date</b> | <b>Cost (£)</b>   |       |
|-------------------------------|--------------------------------------|-------------|-------------------|-------|
| Visit to EC Midlands Office   | Return Train London - Coventry       | 01/03/10    | 48.00             |       |
|                               | Breakfast                            |             | 2.79              |       |
|                               | Taxi to office                       |             | 12.20             |       |
|                               | Lunch                                |             | 4.28              |       |
|                               | Taxi from office                     |             | No invoice as yet |       |
| Visit to EC Scotland Office   | Taxi to airport                      | 12/03/10    | 45.00             |       |
|                               | Breakfast                            |             | 3.48              |       |
|                               | Flight London - Edinburgh            |             | 270.26            |       |
|                               | Taxi from airport to office          |             | 16.40             |       |
|                               | Train Edinburgh - London             |             | 89.00             |       |
| Visit to EC South West Office | Lunch                                | 18-19/03/10 | 5.40              |       |
|                               | Return Train London - Exeter         |             | 61.50             |       |
|                               | lunch                                |             | 18/03/10          | 3.80  |
|                               | Taxi from station to overnight hotel |             |                   | 12.00 |
|                               | Overnight hotel, Exeter              |             |                   | 57.00 |
|                               | Dinner                               |             |                   | 10.79 |
|                               | Internet Connction                   |             |                   | 10.00 |
| Lunch                         | 19/03/10                             | 6.93        |                   |       |
| <b>total (£)</b>              |                                      |             | <b>658.83</b>     |       |

|                                 |  |  |                |
|---------------------------------|--|--|----------------|
| <b>Total for quarter 4 (£):</b> |  |  | <b>1089.16</b> |
|---------------------------------|--|--|----------------|

**January**

| <b>Occasion</b>                | <b>Item</b>                  | <b>Date</b> | <b>Cost (£)</b> |
|--------------------------------|------------------------------|-------------|-----------------|
| Commission Board Dinner        | Dinner (share of)            | 14/01/2010  | 27.85           |
|                                | Taxi home (share of)         |             | 10.75           |
| External training course       | Rail Return London - Reading | 18/01/10    | 34.30           |
| <b>total (£)</b>               |                              |             | <b>72.90</b>    |
| <b>February</b>                |                              |             |                 |
| <b>Occasion</b>                | <b>Item</b>                  | <b>Date</b> | <b>Cost (£)</b> |
|                                |                              |             | 0.00            |
| <b>total (£)</b>               |                              |             | <b>0.00</b>     |
| <b>March</b>                   |                              |             |                 |
| <b>Occasion</b>                | <b>Item</b>                  | <b>Date</b> | <b>Cost (£)</b> |
|                                |                              |             | 0.00            |
| <b>total (£)</b>               |                              |             | <b>0.00</b>     |
| <b>Total for Quarter 4 (£)</b> |                              |             | <b>72.90</b>    |

**January:**

| <b>Occasion</b>           | <b>Item</b>                   | <b>Date</b> | <b>Cost (£)</b> |
|---------------------------|-------------------------------|-------------|-----------------|
| Commission Board Dinner   | Dinner (share of)             | 14/01/10    | 27.85           |
| AEA Conference, Blackpool | Rail London - Blackpool North | 31/01/10    | 62.00           |
|                           | Rail Blackpool North - London | 02/02/10    | 49.40           |
| <b>total (£)</b>          |                               |             | <b>139.25</b>   |

**February**

| <b>Occasion</b>            | <b>Item</b>                                  | <b>Date</b> | <b>Cost (£)</b> |
|----------------------------|--|-------------|-----------------|
| Visit to EC Belfast Office | Tube to London Paddington                    | 26/02/10    | 1.80            |
|                            | Train Heathrow Express return                |             | 32.00           |
|                            | Breakfast                                    |             | 5.00            |
|                            | Flight London - Belfast return               |             | 140.29          |
|                            | Taxi - Belfast City Airport to office        |             | 10.00           |
|                            | Taxi - office to Belfast City Airport        |             | 7.50            |
|                            | Tube from London Paddington to Sloane Square |             | 1.80            |
| <b>total (£)</b>           |  |             | <b>198.39</b>   |

**March**

| <b>Occasion</b>                     | <b>Item</b>                                      | <b>Date</b>     | <b>Cost (£)</b> |
|-------------------------------------|--|-----------------|-----------------|
| Scotland ARO Briefing, St Andrew's  | Rail London - Edinburgh                          | 02 - 03/03/2010 | 122.00          |
|                                     | Refund of cost of rail fare London - Edinburgh   |                 | -112.00         |
|                                     | Flight Edinburgh - London                        |                 | 39.00           |
|                                     | Rail London Heathrow - Paddington                |                 | 16.50           |
| Visit to EC Wales office            | Rail London - Cardiff return                     | 24/03/10        | 77.50           |
|                                     | Taxi - Cardiff Central Station - Cardiff office  |                 | 6.00            |
|                                     | Taxi - Cardiff office to Cardiff Central Station |                 | 5.20            |
| Visit to EC North of England office | Rail Manchester Piccadilly - York                | 29/03/10        | 25.00           |
|                                     | Taxi - York Station to York office               |                 | 8.00            |
|                                     | Taxi - York office to York station               |                 | 7.20            |
|                                     | Rail York - London Kings Cross                   |                 | 52.80           |
| Visit to EC Scotland office         | Rail London - Edinburgh                          | 31/03/10        | 122.00          |

|   |  |               |
|---|--|---------------|
| (Meeting cancelled at short notice, only partial refund obtained) | Refund of cost of rail fare London - Edinburgh | -112.00       |
|   | Rail London Heathrow - Paddington              | 16.50         |
| <b>total (£)</b>  |  | <b>311.70</b> |

|                                 |  |               |
|---------------------------------|--|---------------|
| <b>Total for Quarter 4 (£):</b> |  | <b>686.34</b> |
|---------------------------------|--|---------------|

Mr Scallan, who is Head of Statutory Services at Manchester City Council, is working on secondment to the Electoral Commission. The secondment is currently due to end on 31 December 2011. As part of the secondment arrangements, the Commission meets the cost of some travel to and from Manchester, and of overnight accommodation in London. These payments are treated as a benefit-in-kind and the total are reported in the Commission's annual accounts. The Electoral Commission makes a payment to HM Revenue and Customs to cover the tax liability which arises on these payments.

**January**

| <b>Occasion</b>         | <b>Item</b>       | <b>Date</b> | <b>Cost (£)</b> |
|-------------------------|-------------------|-------------|-----------------|
| Commission Board Dinner | Dinner (share of) |             | 27.85           |
| <b>total (£)</b>        |                   |             | <b>27.85</b>    |

**February**

| <b>Occasion</b>  | <b>Item</b> | <b>Date</b> | <b>Cost (£)</b> |
|------------------|-------------|-------------|-----------------|
|                  |             |             | 0.00            |
| <b>total (£)</b> |             |             | <b>0.00</b>     |

**March**

| <b>Occasion</b>  | <b>Item</b> | <b>Date</b> | <b>Cost (£)</b> |
|------------------|-------------|-------------|-----------------|
|                  |             |             | 0.00            |
| <b>total (£)</b> |             |             | <b>0.00</b>     |

|                                 |  |  |              |
|---------------------------------|--|--|--------------|
| <b>Total for quarter 4 (£):</b> |  |  | <b>27.85</b> |
|---------------------------------|--|--|--------------|

Lisa Klein Director Party and  
Election Finance

Q4 2009-10

**January**

| <b>Occasion</b>         | <b>Item</b>        | <b>Date</b> | <b>Cost (£)</b> |
|-------------------------|--------------------|-------------|-----------------|
| Commission Board Dinner | Dinner(share of)   | 14/01/10    | 27.85           |
|                         | Taxi (share of)    |             | 10.75           |
| Conference with Counsel | Taxi to Commission | 28/01/10    | 6.50            |
| <b>total (£)</b>        |                    |             | <b>45.10</b>    |

**February**

| <b>Occasion</b>  | <b>Item</b> | <b>Date</b> | <b>Cost (£)</b> |
|------------------|-------------|-------------|-----------------|
|                  |             |             | 0.00            |
| <b>total (£)</b> |             |             | <b>0.00</b>     |

**March**

| <b>Occasion</b>  | <b>Item</b> | <b>Date</b> | <b>Cost (£)</b> |
|------------------|-------------|-------------|-----------------|
|                  |             |             | 0.00            |
| <b>total (£)</b> |             |             | <b>0.00</b>     |

|                                 |  |  |              |
|---------------------------------|--|--|--------------|
| <b>Total for quarter 4 (£):</b> |  |  | <b>45.10</b> |
|---------------------------------|--|--|--------------|

**January**

| <b>Occasion</b>  | <b>Item</b> | <b>Date</b> | <b>Cost (£)</b> |
|------------------|-------------|-------------|-----------------|
|                  |             |             | 0.00            |
| <b>total (£)</b> |             |             | <b>0.00</b>     |

**February**

| <b>Occasion</b>   | <b>Item</b> | <b>Date</b> | <b>Cost (£)</b> |
|---|-------------|-------------|-----------------|
| New Trends in Political Financing<br>Conference (Lisbon)<br>(Asia-Europe Foundation covered<br>all costs) |             | 17-19/02/10 | 0.00            |
| <b>total (£)</b>  |             |             | <b>0.00</b>     |

**March**

| <b>Occasion</b>  | <b>Item</b> | <b>Date</b> | <b>Cost (£)</b> |
|------------------|-------------|-------------|-----------------|
|                  |             |             | 0.00            |
| <b>total (£)</b> |             |             | <b>0.00</b>     |

|                                |  |  |             |
|--------------------------------|--|--|-------------|
| <b>Total for Quarter 4 (£)</b> |  |  | <b>0.00</b> |
|--------------------------------|--|--|-------------|

**January**

| <b>Occasion</b>   | <b>Item</b>   | <b>Date</b> | <b>Cost (£)</b> |
|---|---|-------------|-----------------|
| Meeting with Electoral Commissioner for Scotland        | Refreshments  | 11/01/10    | 4.25            |
|   | Lunch   |             | 2.75            |
| Meeting with Secretary General of Scottish Labour Party | Return Rail Edinburgh - Glasgow                               | 11/01/10    | 18.70           |
| BBC reception on Democracy Live at Scottish Parliament  | Parking   | 12/01/10    | 3.00            |
|   | Lunch   |             | 5.09            |
| Meeting in EC Office London                             | Return mileage home to airport                                | 14/01/10    | 7.20            |
|   | Parking   |             | 19.50           |
|   | Return flight Edinburgh London                                |             | 271.90          |
|   | Breakfast   |             | 5.35            |
| Late meeting added to schedule                          | Purchase seat on later flight to permit attendance at meeting |             | 190.20          |
|   | Dinner (share of)   |             | 14.90           |
| Meeting in EC Office London                             | Return mileage home to airport                                | 19/01/10    | 7.20            |
|   | Parking   |             | 39.00           |
|   | Overnight London  |             | 125.35          |
|   | Dinner (share of)   |             | 14.30           |
| Meeting in EC Office London                             | Lunch   | 20/01/10    | 5.87            |
| Verification visit to Dumfries and Galloway ERO         | Return mileage  | 21/01/10    | 70.00           |
|   | Refreshments (share of)                                       |             | 1.05            |
|   | Lunch   |             | 8.57            |
| Verification visit to Central ERO                       | Return mileage  | 22/01/10    | 31.20           |
| Meeting in EC Office London                             | Return mileage home to airport                                | 27/01/10    | £7.20           |
|   | Parking   |             | 19.50           |
|   | Lunch   |             | 3.55            |
|   | Return flight Edinburgh London                                |             | 206.90          |
|   | Dinner  |             | 16.30           |
| ERO Verification meeting in Aberdeen                    | Taxi from train station to council offices                    | 28/01/10    | 7.10            |
|   | Lunch   |             | 4.00            |
| ERO Performance Standards Verification visit            | Return rail Edinburgh Aberdeen                                |             | 22.85           |
| <b>total (£)</b>  |   |             | <b>1,132.78</b> |

**February**

| <b>Occasion</b>               | <b>Item</b>                    | <b>Date</b> | <b>Cost (£)</b> |
|-------------------------------|--------------------------------|-------------|-----------------|
| Attend lecture on referendums | Parking                        | 02/02/10    | 5.00            |
| Media Messaging/Training      | Return flight Edinburgh London | 03/02/10    | 196.90          |

| <b>Occasion</b>                                  | <b>Item</b>                              | <b>Date</b> | <b>Cost (£)</b> |
|--|--|-------------|-----------------|
|  | Return mileage home to airport           |             | 7.20            |
|  | Parking                                  |             | 19.50           |
|  | Lunch                                    |             | 5.74            |
|  | Refreshment                              |             | 3.10            |
| ET/MT Away Day                                   | Return mileage home to airport           | 08/02/10    | 7.20            |
|  | Parking                                  |             | £19.50          |
|  | Return flight Edinburgh London           |             | 267.90          |
|  | Refreshment                              |             | 3.10            |
| Meetings in Ayr & Glasgow                        | Return Mileage Edinburgh /Ayr/Glasgow    | 10/02/10    | 66.00           |
|  | Parking                                  |             | 7.80            |
| Meeting in EC Office London                      | Return mileage home to Edinburgh airport | 17/02/10    | 7.20            |
|  | Parking                                  |             | 19.50           |
|  | Return flight Edinburgh London           |             |                 |
|  | Gatwick Express                          |             | 28.70           |
|  | Lunch                                    |             | 8.58            |
|  | Refreshment at airport                   |             | 3.65            |
| Meeting with Electoral Commissioner for Scotland | Return rail Edinburgh to Glasgow         | 18/02/10    | 18.70           |
|  | Refreshments (share of)                  |             | 3.13            |
| Meeting with Professor Chris Carman              | Refreshments                             | 18/02/10    | 5.65            |
| Pre-election seminar in Aberdeen                 | Return mileage Edinburgh to Aberdeen     | 24/02/10    | 109.20          |
|  | Overnight in Aberdeen                    |             | 115.00          |
|  | Dinner (share of)                        |             | 18.00           |
|  | Coffee (share of) delay on Motorway      |             | 3.28            |
| <b>total (£)</b>                                 |  |             | <b>949.53</b>   |

### March

| <b>Occasion</b>   | <b>Item</b>                       | <b>Date</b> | <b>Cost (£)</b> |
|---|-----------------------------------|-------------|-----------------|
| Meeting in London   | Return mileage home to airport    | 02/03/10    | 7.20            |
|   | Parking                           |             | 19.50           |
|   | Return flight Edinburgh - London  |             | 109.10          |
|   | Gatwick Express                   |             | 28.70           |
|   | Dinner                            |             | 22.60           |
| Meeting with Returning Officers                           | Return mileage home to St Andrews | 03/03/10    | 48.80           |
|   | Parking                           |             | 0.90            |
|   | Lunch (Share of)                  |             | 5.95            |
| Attendance at Scottish Liberal Democrats Party Conference | Return mileage home to Perth      | 06/03/10    | 38.40           |
|   | Parking                           |             | 4.00            |
|   | Refreshment (share of)            |             | 1.60            |

| <b>Occasion</b>  | <b>Item</b>                              | <b>Date</b> | <b>Cost (£)</b> |
|--|--|-------------|-----------------|
| Meeting in Kilmarnock  | Return mileage home to Kilmarnock        | 08/03/10    | 54.00           |
| Meeting in London  | Return mileage home to airport           | 17/03/10    | 7.20            |
|  | Return flight Edinburgh to London        |             | 139.10          |
|  | Parking                                  |             | 19.50           |
|  | Gatwick Express                          |             | 28.70           |
|  | Lunch                                    |             | 8.29            |
| Attend Aberdeenshire Schools election count, Inverurie & meet Aberdeenshire, Moray Returning Officers & Grampain ERO | Return mileage home to Elgin & Inverness | 19/03/10    | 109.20          |
|  | Refreshment (share of)                   |             | 3.50            |
|  | Dinner (share of)                        |             | 23.30           |
| Attend Scottish National Party Conference  | Overnight in Aviemore                    | 19/03/10    | 87.00           |
|  | Refreshment (share of)                   | 20/03/10    | 2.00            |
|  | Parking                                  |             | 4.00            |
| Meeting in London  | Taxi home to airport                     | 23/03/10    | 18.50           |
|  | Return flight Edinburgh London           |             | 224.46          |
| <b>total (£)</b>   |  |             | <b>1,015.50</b> |

|                                 |  |  |                 |
|---------------------------------|--|--|-----------------|
| <b>Total for quarter 4 (£):</b> |  |  | <b>3,097.81</b> |
|---------------------------------|--|--|-----------------|

**January**

| <b>Occasion</b>  | <b>Item</b>   | <b>Date</b> | <b>Cost (£)</b> |
|--|---|-------------|-----------------|
| Meetings in EC London Office   | Taxi home/station                                     | 18/01/10    | 13.00           |
|  | Single Rail - Cardiff - London                        |             | 92.56           |
|  | Breakfast   |             | 3.50            |
|  | Taxi station/London office                            |             | 11.20           |
|  | Overnight Hotel                                       |             | 120.41          |
|  | Dinner (share of)                                     |             | 16.00           |
|  | Subsistence   |             | 5.00            |
|  | Underground London office/hotel                       |             | 1.80            |
| Staff Event Training, London   | Single Rail - London - Cardiff                        | 19/01/10    | 35.00           |
|  | Dinner  |             | 6.30            |
|  | Taxi station/home                                     |             | 12.00           |
|  | Underground event/station                             |             | 1.80            |
| Meetings in EC London Office<br>(Meeting cancelled at short notice and only partial refund obtained) | Single Rail - London - Cardiff                        | 20/01/10    | 45.85           |
|  | Refund Single Rail - London - Cardiff                 |             | -27.56          |
| Meeting in London EC Office  | Return Rail - Cardiff - London                        | 27/01/10    | 180.41          |
|  | Car parking   |             | 8.20            |
|  | Breakfast   |             | 3.45            |
|  | Taxi London office/station<br>(shared with colleague) |             | 10.40           |
|  | Underground station/London office                     |             | 1.80            |
| Meeting in Cardiff Bay   | Travel to/from office to Cardiff Bay - mileage        | 28/01/10    | 2.40            |
|  | Car parking   |             | 1.00            |
| <b>total (£)</b>   |   |             | <b>544.52</b>   |

**February**

| <b>Occasion</b>              | <b>Item</b>                                   | <b>Date</b> | <b>Cost (£)</b> |
|------------------------------|---|-------------|-----------------|
| Meeting in Wrexham           | Return Rail - Cardiff - Wrexham               | 01/02/10    | 55.20           |
|                              | Breakfast                                     |             | 3.80            |
| Meetings in London           | Return Rail - Cardiff - London                | 03/02/10    | 179.88          |
|                              | Car parking                                   | 03/02/10    | 8.20            |
|                              | Breakfast                                     | 03/02/10    | 3.50            |
|                              | Refreshments                                  | 03/02/10    | 2.70            |
|                              | Underground to/from London office             | 03/02/10    | 3.60            |
| Meetings in EC London Office | Return Rail - Cardiff - London                | 08/02/10    | 179.88          |
|                              | Car parking                                   |             | 8.20            |
|                              | Breakfast                                     |             | 3.50            |
|                              | Taxi station/London office<br>(train delayed) |             | 12.50           |
| Meetings in London EC Office | Single Rail Cardiff - London                  | 16/02/10    | 57.71           |
|                              | Taxi home/station                             |             | 14.52           |

|  |  |          |               |
|--|--|----------|---------------|
|  | Taxi station/London office<br>(tube closed)        |          | 12.50         |
|  | Lunch  |          | 9.67          |
|  | Overnight Hotel                                    |          | 136.54        |
|  | Subsistence  |          | 5.00          |
|  | Taxi station/London office<br>(tube closed)        |          | 12.50         |
| Meetings in London                           | Lunch  | 17/02/10 | 4.56          |
|  | Dinner   |          | 21.38         |
|  | Single Rail - London - Cardiff                     |          | 92.64         |
|  | Taxi station/home                                  |          | 14.00         |
| Pre election seminar in<br>Llandrindod Wells | Travel from home to<br>Llandrindod Wells - mileage | 24/02/10 | 60.00         |
| <b>total (£)</b>                             |  |          | <b>901.98</b> |

### March

| Occasion                                  | Item   | Date          | Cost (£) |
|---|--|---------------|----------|
| Meeting at National Assembly for<br>Wales | Travel to/from office to Cardiff<br>Bay - mileage  | 02/03/10      | 2.40     |
|   | Car parking  |               | 2.00     |
|   |  |               |          |
| Party Conference, North Wales             | Return Rail Cardiff -<br>Llandudno                 | 05/03/10      | 71.80    |
|   | Taxi station/conference venue                      |               | 5.00     |
|   | Lunch  |               | 9.57     |
|   | Overnight Hotel                                    |               | 76.13    |
|   | Subsistence  |               | 5.00     |
|   | Dinner   | 06/03/10      | 3.20     |
|   | Lunch  |               | 5.75     |
|   | Taxi conference/station<br>(shared with colleague) |               | 8.00     |
|   |  |               |          |
| Meetings in EC London Office              | Return Rail Cardiff - London                       | 10-11/03/2010 | 179.88   |
|   | Taxi home/station                                  | 10/03/10      | 13.42    |
|   | Breakfast  |               | 4.40     |
|   | Underground station/London<br>office               |               | 1.80     |
|   | Lunch  |               | 6.78     |
|   | Overnight Hotel                                    |               | 136.54   |
|   | Subsistence  |               | 5.00     |
|   | Dinner   |               | 19.97    |
|   | Taxi London office/station<br>(luggage)            | 11/03/10      | 10.50    |
|   | Taxi station/home                                  |               | 14.00    |
| Meetings in EC London Office              | Return Rail Cardiff - London                       | 17/03/10      | 174.50   |
|   | Car parking  |               | 8.50     |
|   | Breakfast  |               | 6.39     |
|   | Taxi station/London office<br>(tube closed)        |               | 11.80    |
|   | Lunch  |               | 6.40     |
|   | Underground London<br>office/station               |               | 1.80     |
| Conference in Cardiff                     | Car parking  | 19/03/10      | 7.00     |

|                              |                                   |          |                 |
|------------------------------|-----------------------------------|----------|-----------------|
| Meetings in EC London Office | Return Rail Cardiff - London      | 23/03/10 | 183.00          |
|                              | Car parking                       |          | 8.50            |
|                              | Breakfast                         |          | 1.70            |
|                              | Lunch                             |          | 3.50            |
|                              | Dinner                            |          | 5.70            |
|                              | Underground to/from London office |          | 3.60            |
| Meetings in London           | Return Rail Cardiff - London      | 30/03/10 | 183.00          |
|                              | Car parking                       |          | 8.50            |
|                              | Lunch                             |          | 7.78            |
|                              | Underground to/from London office |          | 3.60            |
| <b>total (£)</b>             |                                   |          | <b>1,206.41</b> |

|                                 |  |  |                 |
|---------------------------------|--|--|-----------------|
| <b>Total for quarter 4 (£):</b> |  |  | <b>2,652.91</b> |
|---------------------------------|--|--|-----------------|

**January**

| <b>Occasion</b>             | <b>Item</b>  | <b>Date</b>   | <b>Cost (£)</b> |
|-----------------------------|--|---------------|-----------------|
| Staff Training Day, London  | Return flight Belfast - London                     | 19/01/2010    | 106.90          |
|                             | Return rail Heathrow Express                       |               | 31.50           |
|                             | Airport Parking                                    |               | 16.48           |
|                             | Taxi station to Conference Centre (+ 1 colleague)  |               | 12.00           |
|                             | Dinner   |               | 8.10            |
|                             | Taxi Conference Centre to station (+ 2 colleagues) |               | 10.40           |
|                             | Travel to/from home to airport (Mileage)           |               | 21.20           |
| Meeting in London EC Office | Return flight Belfast - London                     | 20/01/2010    | 104.46          |
|                             | Return rail Heathrow Express                       |               | 31.50           |
|                             | Airport Parking                                    |               | 16.48           |
|                             | Taxi station to London office                      |               | 11.00           |
|                             | Lunch  |               | 6.99            |
|                             | Taxi London office to station (+ 1 colleague)      |               | 10.60           |
|                             | Travel to/from home to airport (Mileage)           |               | 21.20           |
| Meeting in London EC Office | Return flight Belfast - London                     | 26-27/01/2010 | 269.90          |
|                             | Overnight hotel London                             | 26/01/2010    | 120.41          |
|                             | Return rail Heathrow Express                       |               | 31.50           |
|                             | Airport Parking                                    |               | 23.69           |
|                             | Taxi station to London office (+ 1 colleague)      |               | 12.00           |
|                             | Lunch  |               | 3.14            |
|                             | Dinner   |               | 14.50           |
|                             | Overnight subsistence                              |               | 5.00            |
|                             | Travel to/from home to airport (Mileage)           |               | 21.20           |
|                             | <b>total (£)</b>                                   |               |                 |

**February**

| <b>Occasion</b>          | <b>Item</b>                          | <b>Date</b> | <b>Cost (£)</b> |
|--------------------------|--------------------------------------|-------------|-----------------|
| Media Training in London | Return flight Belfast - London       | 02/02/2010  | 225.07          |
|                          | Overnight hotel London               |             | 138.41          |
|                          | Return rail Heathrow Express         |             | 37.00           |
|                          | Airport Parking                      |             | 23.69           |
|                          | Taxi station to hotel (+1 colleague) |             | 12.00           |

| <b>Occasion</b>   | <b>Item</b>   | <b>Date</b> | <b>Cost (£)</b> |
|---|---|-------------|-----------------|
|   | Overnight subsistence   |             | 5.00            |
|   | Travel to/from home to airport (Mileage)                              |             | 21.20           |
| Attend Social Democratic and Labour Party Conference, Belfast | Travel to/from home to Newcastle (Mileage)                            | 06/02/2010  | 11.20           |
| Meetings in London EC Office                                  | Return flight Belfast - London  | 08/02/2010  | 225.07          |
|   | Return rail Heathrow Express  |             | 32.00           |
|   | Airport Parking   |             | 17.00           |
|   | Taxi station to London Office   |             | 10.00           |
|   | Taxi London Office to station   |             | 10.00           |
|   | Travel to/from home to airport (mileage)                              |             | 21.20           |
| Meetings in London EC Office                                  | Return flight Belfast - London  | 17/02/2010  | 225.07          |
|   | Return rail Heathrow Express  |             | 32.00           |
|   | Airport Parking   |             | 17.00           |
|   | Taxi station to London Office   |             | 11.20           |
|   | Taxi London Office to station (+1 colleague)                          |             | 10.60           |
|   | Lunch   |             | 4.93            |
|   | Travel to/from home to airport (mileage)                              |             | 21.20           |
| Meeting with journalists - Belfast                            | Travel to/from home to Belfast (mileage) (+1 colleague)               | 18/02/2010  | 23.20           |
| Meeting with Northern Ireland Boundary Commission, Belfast    | Travel to/from office to Boundary Commission (Mileage) (+1 colleague) | 24/02/2010  | 2.00            |
| <b>total (£)</b>  |   |             | <b>1,136.04</b> |

### March

| <b>Occasion</b>                 | <b>Item</b>                              | <b>Date</b> | <b>Cost (£)</b> |
|---------------------------------|--|-------------|-----------------|
| Meeting in EC South West Office | Return flight Belfast - Exeter           | 01/03/2010  | 185.58          |
|                                 | Airport Parking                          |             | 13.39           |
|                                 | Breakfast                                |             | 3.10            |
|                                 | Dinner                                   |             | 6.08            |
|                                 | Travel to/from home to airport (mileage) |             | 21.20           |
| Meeting in London EC Office     | Return flight Belfast - London           | 02/03/2010  | 191.29          |
|                                 | Airport Parking                          |             | 17.00           |
|                                 | Return rail Heathrow Express             |             | 32.00           |
|                                 | Taxi station to London office            |             | 12.00           |

| <b>Occasion</b>                             | <b>Item</b>                                     | <b>Date</b> | <b>Cost (£)</b> |
|---|---|-------------|-----------------|
|   | Taxi London Office to station                   |             | 12.20           |
|   | Travel to/from home to airport (mileage)        |             | 21.20           |
| Chief Executives Forum Meeting in Belfast   | Travel to/from office to Malone House (mileage) |             | 3.20            |
| Meeting in London EC Office                 | Return flight Belfast - London                  | 11/03/2010  | 379.84          |
|   | Airport Parking                                 |             | 13.39           |
|   | Return rail Heathrow Express                    |             | 32.00           |
|   | Dinner  |             | 11.00           |
|   | Taxi London Office to station                   |             | 11.40           |
|   | Travel to/from home to airport (mileage)        |             | 21.20           |
| Pre-election Stakeholder Seminar, Cookstown | Travel to/from Belfast to Cookstown (mileage)   | 23/03/2010  | 46.40           |
| CBI event, Belfast                          | Travel to/from Home to Venue (mileage)          | 25/03/2010  | 12.80           |
| <b>total (£)</b>                            |   |             | <b>1,046.27</b> |

|                                 |  |  |                 |
|---------------------------------|--|--|-----------------|
| <b>Total for quarter 4 (£):</b> |  |  | <b>3,092.46</b> |
|---------------------------------|--|--|-----------------|