

**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 Conference (Lisbon) (Asia-Europe Foundation covered 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 (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 (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	01/02/10	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 (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 (tube closed)		12.50
	Lunch		9.67
	Overnight Hotel		136.54
	Subsistence		5.00
	Taxi station/London office (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 Llandrindod Wells	Travel from home to 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 Wales	Travel to/from office to Cardiff Bay - mileage	02/03/10	2.40
	Car parking		2.00
Party Conference, North Wales	Return Rail Cardiff - Llandudno	05/03/10	71.80
	Taxi station/conference venue		5.00
	Lunch		9.57
	Overnight Hotel	06/03/10	76.13
	Subsistence		5.00
	Dinner		3.20
	Lunch		5.75
	Taxi conference/station (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 office	11/03/10	1.80
	Lunch		6.78
	Overnight Hotel		136.54
	Subsistence		5.00
	Dinner	19.97	
	Taxi London office/station (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 (tube closed)		11.80
	Lunch		6.40
	Underground London 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>
---------------------------------	--	--	-----------------