

Jenny Watson

Commissioner

Q4 / 2015-16

**January**

<b>Occasion</b>	<b>Item</b>	<b>Date</b>	<b>Cost (£)</b>
Commission recruitment meeting	Public transport	06/01/16	4.80
Meeting with Tommy Shepherd MP	Public transport	12/01/16	4.80
	Refreshments at meeting		3.90
Pre-election and EU Referendum Briefing, Edinburgh	Public transport	12/01/16	1.70
	Rail London - Edinburgh	12/01/16	81.50
	Dinner		4.93
	Overnight hotel, Edinburgh		82.00
	Tram, Edinburgh	13/01/16	5.00
	Flight Edinburgh - London		34.67
	Rail Stansted - London		19.00
Commission Board working Dinner	Dinner (Share)	19/01/16	23.35
EU Referendum Briefing, North West Region	Public transport	25/01/16	2.40
	Return rail London - Manchester	26-26/01/16	57.00
	Overnight hotel, Manchester	25/01/16	82.80
	Public transport	26/01/16	2.90
EU Referendum Briefing, East Midlands Region	Public transport	27/01/16	5.30
	Return rail London - Kettering		77.00
	Breakfast		6.69
	Taxi station to conference centre		4.00
Meeting with Lord Hodgson of Astley Abbotts	Public transport	28/01/16	2.40
			<b>Expenses</b>
<b>total (£):</b>			<b>506.14</b>

**February**

<b>Occasion</b>	<b>Item</b>	<b>Date</b>	<b>Cost (£)</b>
EU Referendum Briefing, Yorkshire and Humber Region	Taxi home to station (estimate)	01/02/16	30.00
	Return rail London - Leeds		92.30
	Breakfast		4.19
	Public transport		2.90
EU Referendum Briefing, Eastern Region	Return rail London - Chelmsford	02/02/16	18.20
	Taxi station to conference centre		16.00
	Taxi conference centre to station		10.00
EU Referendum Briefing, West Midlands Region	Public transport	04/02/16	5.30
	Return rail London - Birmingham		36.60
EU Referendum Briefing South East Region	Return rail London - Gatwick	09/02/16	17.70
	Public transport		2.40
Meeting with Dan Jarvis MP	Public transport	09/02/16	4.10
EU Referendum Briefing, Wales	Public transport	11/02/16	2.40
	Return rail London - Cardiff	11-12/02/16	147.90
	Overnight hotel, Cardiff	11/02/16	72.10
	Dinner		5.53
	Public transport	12/02/16	2.90
EU Referendum Briefing, South West Region	Public transport	23/02/16	2.40
	Return Rail London - Exeter	23-24/02/16	94.00
	Taxi from station to hotel	23/02/16	6.00
	Overnight hotel, Exeter		100.17
	Dinner		17.45
	Public transport	24/02/16	2.90
EU Referendum Briefing, Northern Ireland	Public transport	25/02/16	3.30
	Return flight London - Belfast		116.98
	Refreshments at meeting (4 people)		8.75
	Public transport		2.80
Association of Electoral	Public transport	29/02/16	2.40

Administrators (AEA) Annual Conference	Return rail London - Blackpool	29/02- 01/03/16	87.05
	Lunch	29/02/16	6.08
			<b>Expenses</b>
<b>total (£):</b>			<b>920.80</b>

**March**

<b>Occasion</b>	<b>Item</b>	<b>Date</b>	<b>Cost (£)</b>
Association of Electoral Administrators (AEA) Annual Conference	Taxi from Conference Centre to station	01/03/16	5.00
	Public transport		2.90
Commissioner recruitment meeting	Public transport	08/03/16	2.90
Meetings in Westminster	Public transport	22/03/16	5.30
Meeting with Deirdre Hutton, Chair Civil Aviation Authority	Public transport	23/03/16	5.30
Speaker's Committee meeting, House of Commons	Public transport	23/03/16	1.20
			<b>Expenses</b>
<b>total (£):</b>			<b>22.60</b>

<b>total for quarter 4 (£):</b>			<b>1,449.54</b>
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Anna Carragher	Commissioner	Q4 / 2015-16
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**January**

<b>Occasion</b>		<b>Date</b>	<b>Cost (£)</b>	<b>Days claimed</b>	<b>Fees (£)</b>
Meeting in the NI office/ Preparation for Board and HR & Remuneration Committee		15/01/2016		1	370.00
Travel to London for meetings	Air fare return (Belfast-London)	18/01/2016	181.64		
	Heathrow Express return fare		23.70		
HR & Remuneration Committee/Informal Board dinner		19/01/2016		1	370.00
Commission Board meeting		20/01/2016		1	370.00
Travel home from London	Taxi fare (Airport-Home)	23/01/2016	10.40		
Meeting in the NI office/ NI Assembly Political Parties meeting		26/01/2016		0.5	185.00
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>215.74</b>	<b>3.5</b>	<b>1295.00</b>
<b>expenses and fees (£):</b>			<b>1,510.74</b>		

**February**

<b>Occasion</b>		<b>Date</b>	<b>Cost (£)</b>	<b>Days claimed</b>	<b>Fees (£)</b>
Meeting in the NI office/ Board preparation		05/02/2016		0.5	185.00
Travel to London for Board meeting	Air fare (Belfast-London)	08/02/2016	176.83		
	Heathrow Express		11.20		
Informal Board dinner		09/02/2016		0.5	185.00
Commission Board meeting		10/02/2016		1	370.00
Travel home from London	Air fare (London-Jersey)	11/02/2016	62.07		

	Taxi fare (Airport-Home)		12.00		
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>262.10</b>	<b>2.0</b>	<b>740.00</b>
<b>expenses and fees (£):</b>			<b>1,002.10</b>		

**March**

<b>Occasion</b>		<b>Date</b>	<b>Cost (£)</b>	<b>Days claimed</b>	<b>Fees (£)</b>
NI APP meeting/Travel to London/ HR & Remuneration Committee meeting	Air fare return (Belfast-London)	15/03/2016	161.64	1	370.00
	Changes to Air fare		60.00		
	Heathrow Express return fare		23.70		
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>245.34</b>	<b>1.0</b>	<b>370.00</b>
<b>expenses and fees (£):</b>			<b>615.34</b>		

<b>total for quarter 4 (£):</b>			<b>3,128.18</b>		
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**January**

<b>Occasion</b>		<b>Date</b>	<b>Cost (£)</b>	<b>Days claimed</b>	<b>Fees (£)</b>
Preparation for Audit and HR&Remuneration Committee meetings		17/01/2016		1	370.00
Preparation for Board and Wales APP meetings		18/01/2016		1	370.00
Travel to London/Audit and HR&Remuneration Committee meetings/ Informal Board dinner	Mileage (Home-Station (16))	19/01/2016	7.20	1	370.00
	Rail fare return (Bridgend-London)		149.80		
	Tube fare		2.40		
	Hotel		127.50		
Commission Board meeting and travel home	Tube fare	20/01/2016	2.40	1	370.00
	Mileage (Station-Home (16))		7.20		
Travel to Cardiff/Wales APP meeting	Mileage return (Home-Cardiff)	21/01/2016	22.50	0.5	185.00
Preparation for Secretary of State for Wales and Assembly		29/01/2016		0.5	185.00
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>319.00</b>	<b>5.0</b>	<b>1850.00</b>
<b>expenses and fees (£):</b>			<b>2,169.00</b>		

**February**

<b>Occasion</b>		<b>Date</b>	<b>Cost (£)</b>	<b>Days claimed</b>	<b>Fees (£)</b>
Travel to and from London/Meeting with Secretary of State for Wales with Chief Executive and Head of Wales Office	Mileage return (Home-Bridgend (16))	01/02/2016	7.20	1	370.00
	Station Car Parking		6.00		
	Train fare return (Bridgend-London)		166.36		

Travel to and from Cardiff/Assembly member meetings with Chief Executive	Mileage return (Home-Cardiff (50))	02/02/2016	22.50	1	370.00
Travel to and from Cardiff/Senedd Voter Registration Day	Mileage return (Home-Cardiff (50))	05/02/2016	22.50	0.5	185.00
Preparation for Staff presentation and Board meeting		07/02/2016		1	370.00
Travel to London/Staff presentation/Informal Board dinner	Mileage return (Home-Bridgend (16))	09/02/2016	7.20	1	370.00
	Train fare return (Bridgend-London)		66.65		
	Tube fare		2.40		
	Hotel		104.00		
Commission Board meeting/Travel home	Hotel Breakfast	10/02/2016	12.00	1	370.00
	Tube fare		2.40		
	Taxi from station		15.00		
Travel to and from Cardiff/ attend meeting with Head of Wales Office	Mileage return (Home-Cardiff (50))	25/02/2016	22.50	0.5	185.00
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>456.71</b>	<b>6.0</b>	<b>2220.00</b>
<b>expenses and fees (£):</b>			<b>2,676.71</b>		

### March

Occasion		Date	Cost (£)	Days claimed	Fees (£)
Preparation for Board and Audit Committee meetings		13/03/2016		1	370.00
Preparation for HR&Remuneration Committee meetings		14/03/2016		0.5	185.00
Travel to and from London/Audit and HR&Remuneration Committee meetings	Mileage return (Home-Bridgend (16))	15/03/2016	7.20	1	370.00
	Rail fare travel card		69.65		

Miscellaneous reading and phone calls during March		-		0.5	185.00
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>76.85</b>	<b>3.0</b>	<b>1110.00</b>
<b>expenses and fees (£):</b>			<b>1,186.85</b>		

<b>total for quarter 4 (£):</b>			<b>6,032.56</b>		
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Tony Hobman	Commissioner	Q4 / 2015-16
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**January**

Occasion	Date	Cost (£)	Days claimed	Fees (£)
Preparation for Audit Committee meeting	15/01/2016		0.5	185.00
Preparation for HR&Remuneration Committee meeting	16/01/2016		0.5	185.00
Board preparation	17/01/2016			
HR & Remuneration and Audit Committee meetings/Informal Board dinner	19/01/2016		1	370.00
Commission Board meeting	20/01/2016		1	370.00
		<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>		<b>0.00</b>	<b>3.0</b>	<b>1110.00</b>
<b>expenses and fees (£):</b>			<b>1,110.00</b>	

**February**

Occasion	Date	Cost (£)	Days claimed	Fees (£)
Board preparation	07/02/2016		*	*
Informal Board dinner	09/02/2016		0.5	185.00
Commission Board meeting	10/02/2016		1	370.00
Preparation for Designation Board meeting	27/02/3016		*0.5	*185.00
		<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>		<b>0.00</b>	<b>2.0</b>	<b>740.00</b>
<b>expenses and fees (£)</b>			<b>740.00</b>	

**March**

<b>Occasion</b>		<b>Date</b>	<b>Cost (£)</b>	<b>Days claimed</b>	<b>Fees (£)</b>
Reading March Board papers		12/03/2016		0.5	185.00
Preparation for Audit Committee meeting					
Preparation for HR & Remuneration Committee meeting		13/03/2016		1	370.00
HR & Remuneration and Audit Committee meetings		15/03/2016			
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>0.00</b>	<b>1.5</b>	<b>555.00</b>
<b>expenses and fees (£):</b>			<b>555.00</b>		

<b>total for quarter 4 (£):</b>			<b>2,405.00</b>		
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John Horam      Commissioner      Q4 / 2015-16

**January**

Occasion	Date	Cost (£)	Days claimed	Fees (£)
Board preparation	18/01/2016		0.5	185.00
Commission Board meeting	20/01/2016		0.5	185.00
		<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>		<b>0.00</b>	<b>1.0</b>	<b>370.00</b>
<b>expenses and fees (£):</b>				<b>370.00</b>

**February**

Occasion	Date	Cost (£)	Days claimed	Fees (£)
Board preparation	08/02/2016		0.5	185.00
Informal Board dinner	09/02/2016		0.5	185.00
Commission Board meeting	10/02/2016		1	370.00
		<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>		<b>0.00</b>	<b>2.0</b>	<b>740.00</b>
<b>expenses and fees (£):</b>				<b>740.00</b>

**March      NO CLAIM**

Occasion	Date	Cost (£)	Days claimed	Fees (£)
		<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>		<b>0.00</b>	<b>0.0</b>	<b>0.00</b>
<b>expenses and fees (£):</b>				<b>0.00</b>

**total for quarter 4 (£):**                **1,110.00**

David Howarth	Commissioner	Q4 / 2015-16
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**January**

Occasion	Date	Cost (£)	Days claimed	Fees (£)
Board preparation	17/01/2016		0.5	185.00
Informal Board dinner	19/01/2016		0.5	185.00
Commission Board	20/01/2016		1	370.00
		<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>		<b>0.00</b>	<b>2.0</b>	<b>740.00</b>
<b>expenses and fees (£):</b>			<b>740.00</b>	

**February**

Occasion	Date	Cost (£)	Days claimed	Fees (£)
Board Preparation	06/02/2016		0.5	185.00
Informal Board dinner	09/02/2016		0.5	185.00
Commission Board meeting	10/02/2016		1	370.00
		<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>		<b>0.00</b>	<b>2.0</b>	<b>740.00</b>
<b>expenses and fees (£):</b>			<b>740.00</b>	

**March**

**NO CLAIM**

Occasion	Date	Cost (£)	Days claimed	Fees (£)
		<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>		<b>0.00</b>	<b>0.0</b>	<b>0.00</b>
<b>expenses and fees (£):</b>			<b>0.00</b>	

<b>total for quarter 4 (£):</b>		<b>1,480.00</b>
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### January

Occasion		Date	Cost (£)	Days claimed	Fees (£)
Travel to and from Edinburgh/RO briefing conference	Rail fare return (Glasgow-Edinburgh)	13/01/2016	15.40	1	370.00
Travel to and from Edinburgh/Briefing meeting/Meeting with representatives from Papua New Guinea re. Referendum	Rail fare return (Glasgow-Edinburgh)	15/01/2016	8.30	1	370.00
Board preparation		17/01/2016		0.5	185.00
Travel to London/Informal Board dinner	Taxi to Airport	19/01/2016	13.00	1	370.00
	Air fare (Glasgow-London)		92.14		
	Change of flight		88.67		
	Heathrow Express return		36.00		
	Tube fare		4.90		
	Hotel		127.50		
Commission Board meeting/Travel home	Tube fare	20/01/2016	4.90	1	370.00
	Air fare (London-Glasgow)		71.81		
	Taxi from Airport		14.50		
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>477.12</b>	<b>4.5</b>	<b>1665.00</b>
<b>expenses and fees (£):</b>			<b>2,142.12</b>		

### February

Occasion		Date	Cost (£)	Days claimed	Fees (£)
Board preparation		07/02/2016		0.5	185.00
Travel to and from Edinburgh/Meeting with Head of Scotland Office/Meeting with Heather McCauley (Scottish Government)	Rail fare return (Glasgow-Edinburgh)	08/02/2016	8.30	1	370.00

Travel to London/Informal Board dinner	Taxi to Airport	09/02/2016	13.00	1	370.00
	Air fare return (Glasgow-London)		315.95		
	Tube fare		4.90		
	Hotel		104.00		
Commission Board/Travel home	Hotel Breakfast	10/02/2016	12.00	1	370.00
	Tube fare		4.90		
	Taxi from Airport		14.00		
Travel to and from Edinburgh/Briefing meeting/Meeting with Mary Fee (MSP)	Rail fare return (Glasgow-Edinburgh)	11/02/2016	15.40	1	370.00
Travel to and from Edinburgh/SPPP meeting/Follow up meeting	Rail fare return (Glasgow-Edinburgh)	16/02/2016	15.40	1	370.00
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>507.85</b>	<b>5.5</b>	<b>2035.00</b>
<b>expenses and fees (£):</b>			<b>2,542.85</b>		

### March

Occasion		Date	Cost (£)	Days claimed	Fees (£)
Travel to and from Edinburgh/Briefing meeting/Video conference regarding designation	Rail fare return (Glasgow-Edinburgh)	01/03/2016	8.30	1	370.00
Reading		04/03/2016		0.5	185.00
Reading		10/03/2016			
Calls and briefing		23/03/2016			
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>8.30</b>	<b>1.5</b>	<b>555.00</b>
<b>expenses and fees (£):</b>			<b>563.30</b>		

<b>total for quarter 4 (£):</b>			<b>5,248.27</b>		
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**January**

Occasion		Date	Cost (£)	Days claimed	Fees (£)
Board preparation		15/01/2016		0.5	185.00
Preparation for Audit Committee		17/01/2016		0.5	185.00
Travel to London/Audit Committee meeting/ Informal Board dinner	Train fare (Dunfermline- Hotel)	19/01/2016	30.05	1	370.00
			127.50		
Commission Board meeting	Train fare (London- Hotel)	20/01/2016	98.35	1	370.00
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>255.90</b>	<b>3.0</b>	<b>1110.00</b>
<b>expenses and fees (£):</b>			<b>1,365.90</b>		

**February**

Occasion		Date	Cost (£)	Days claimed	Fees (£)
Board preparation		08/02/2016		0.5	185.00
Travel to London/Informal Board dinner	Mileage (Home-Airport)	09/02/2016	2.25	1	370.00
	Air fare return (Edinburgh-London)		156.98		
	Tube fare		2.80		
	Hotel		104.00		
Commission Board meeting	Hotel Breakfast	10/02/2016	12.00	1	370.00
	Tube fare		2.80		
	Mileage (Airport-Home)		2.25		
Travel to and attend Scottish Parliament Political Parties Panel meeting/Travel home	Rail fare return (Dunfermline-Edinburgh)	16/02/2016	6.60	0.5	185.00
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>289.68</b>	<b>3.0</b>	<b>1110.00</b>
<b>expenses and fees (£):</b>			<b>1,399.68</b>		

**March**

<b>Occasion</b>		<b>Date</b>	<b>Cost (£)</b>	<b>Days claimed</b>	<b>Fees (£)</b>
Preparation for Audit Committee meeting		14/03/2016		0.5	185.00
Travel to London/Audit Committee meeting/ Travel home	Mileage (Home-Airport)	15/03/2016	2.25	1	370.00
	Air fare return (Edinburgh-London)		110.48		
	Tube fare		2.80		
	Tube fare		2.80		
	Mileage (Airport-Home)		2.25		
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>120.58</b>	<b>1.5</b>	<b>555.00</b>
<b>expenses and fees (£):</b>				<b>675.58</b>	

<b>total for quarter 4 (£):</b>			<b>3,441.16</b>		
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Bridget Prentice	Commissioner	Q4 / 2015-16
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**January**

Occasion		Date	Cost (£)	Days claimed	Fees (£)
Board preparation		15/01/2016		0.5	185.00
Informal Board dinner		19/01/2016		0.5	185.00
Commission Board meeting	Rail/Tube fare	20/01/2016	5.00	1	370.00
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>5.00</b>	<b>2.0</b>	<b>740.00</b>
<b>expenses and fees (£):</b>					<b>745.00</b>

**February**

Occasion		Date	Cost (£)	Days claimed	Fees (£)
Board preparation		06/02/2016		0.5	185.00
Informal Board dinner		09/02/2016		0.5	185.00
Commission Board meeting	Rail/Tube fare	10/02/2016	5.00	1	370.00
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>5.00</b>	<b>2.0</b>	<b>740.00</b>
<b>expenses and fees (£):</b>					<b>745.00</b>

**March**

**NO CLAIM**

Occasion		Date	Cost (£)	Days claimed	Fees (£)
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>0.00</b>	<b>0.0</b>	<b>0.00</b>
<b>expenses and fees (£):</b>					<b>0.00</b>

<b>total for quarter 4 (£):</b>			<b>1,490.00</b>
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Rob Vincent	Commissioner	Q4 / 2015-16
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### January

Occasion		Date	Cost (£)	Days claimed	Fees (£)
Board Preparation		16/01/2016		0.5	185.00
Travel to London/Informal Board dinner	Rail fare (Huddersfield-London)	19/01/2016	34.65	0.5	185.00
Commission Board meeting		20/01/2016		1	370.00
Visit to Welsh Office/Return travel	Rail fare (London-Cardiff-Huddersfield)	21/01/2016	87.00	1	370.00
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>121.65</b>	<b>3.0</b>	<b>1110.00</b>
<b>expenses and fees (£):</b>			<b>1,231.65</b>		

### February

Occasion		Date	Cost (£)	Days claimed	Fees (£)
Board preparation/Travel to London/Informal Board dinner		09/02/2016		*	*
Commission Board meeting		10/02/2016		1	370.00
Travel to Edinburgh	Rail fare return (Huddersfield-Edinburgh)	15/02/2016	124.40	0.5	185.00
Meet Edinburgh staff/Advisory meeting/Travel home		16/02/2016		1	370.00
Feedback conversation with Chair		23/02/2016		*	*
Discussion with Regional Manager (North of England)		26/02/2016		*1	*370.00
			<b>Expenses</b>	<b>Days claimed</b>	<b>Fees</b>
<b>total (£):</b>			<b>124.40</b>	<b>3.5</b>	<b>1295.00</b>
<b>expenses and fees (£):</b>			<b>1,419.40</b>		

March

NO CLAIM

Occasion		Date	Cost (£)	Days claimed	Fees (£)
			Expenses	Days claimed	Fees
<b>total (£):</b>			<b>0.00</b>	<b>0.0</b>	<b>0.00</b>
<b>expenses and fees (£):</b>			<b>0.00</b>		

<b>total for quarter 4 (£):</b>			<b>2,651.05</b>
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