



Sir Gus O'Donnell KCB

Secretary of the Cabinet and
Head of the Home Civil Service

70 Whitehall
London
SW1A 2AS

Telephone 020 7276 0101

Fax 020 7276 0208

E-mail gus.odonnell@cabinet-office.x.gsi.gov.uk

Web www.cabinet-office.gov.uk

Dr Tony Wright MP
Public Administration Select Committee
Committee Office
7 Millbank
London SW1P 3JA

09 October 2009

Dear Tony,

PUBLICATION OF BUSINESS EXPENSES FOR SENIOR OFFICIALS

On 30 June I wrote to you explaining that departments will be publishing, on a quarterly basis, details of the expenses incurred by their most senior officials – Director General and above and non-executive members of departmental boards. I also attached details of my expenses for 1 April to 30 June 2009.

I am pleased to attach the details for the rest of the Cabinet Office senior team.

Information for the July to September quarter is currently being collected and will be published as soon as possible.

*Yours ever,
Gus*

Gus O'Donnell



CABINET OFFICE

Patricia Margaret Aldred, Deputy Head, Foreign and Defence Policy Secretariat
 Business Expenses: April - June 2009

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
03.04.09	Farnborough	VIP Sea Day USS Theodore Roosevelt		£13.20				£13.20
23 - 24.04.09	Sunningdale	Attendance at meeting of Top 200 civil servants at the National School of Government		£18.80				£18.80
28.04.09	Sunningdale	Speaking engagement, Top Management Programme		£11.80				£11.80
21.05.09	Shrivenham	Defence Conference			£44.20			£44.20
26- 29.05.09	Washington, USA	UK/US discussions	£2,987.90					£2,987.90
Hospitality Received								
Nil Return								

**Alex Allan, Chairman Joint Intelligence Committee
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
02.04.09	Faslane	Official visit	£103.50					£103.50
03.04.09	Farnborough	Visit, USS Theodore Roosevelt		£13.60				£13.60
15.04.09	Cheltenham	Official visit		£46.00	£20.00	£68.00		£134.00
23-24.04.09	Sunningdale	Attend Bi-Annual meeting of top 200 civil servants, National School of Government		£11.80				£11.80
29.04.09 - 02.05.09	Washington, USA	Visit with US Administration	£3,233.50		£1,311.13			£4,544.63
07.05.09	Sunningdale	Attendance at meeting of Top 200 civil servants at the National School of Government		£18.80				£18.80
21 - 22.05.09	Swindon	Defence Academy Conference		£29.90	£43.00			£72.90
Apr - June Use of Official Secure Car								£392.75
Hospitality Received								
Nil Return								

**Paul Britton, Head of Economic and Domestic Secretariat
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodati on/Meals		
16.04.09	Glasgow	Attend Cabinet in Scotland	£243.40	£8.00				£251.40
23 - 24.04.09	Sunningdale	Attendance at meeting of Top 200 civil servants at the National School of Government		£18.80				£18.80
16.06.09	Andover	Official visit		£24.60			£5.00	£29.60
17 - 19.06.09	Portsmouth	Appointment consultations		£47.00	£10.50	£255.90	£10.00	£323.40
25.06.09	Nailsea	Appointment consultations		£87.00			£25.00	£112.00
27.06.09	Nailsea	Appointment consultations		£79.00				£79.00

Hospitality Received

Nil Return

Alexis Cleveland, Director General Transformation Government and Management of the Cabinet Office

Business Expenses: April - June 2009

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
02-03.04.09	Belfast	Provide a leadership master class for Northern Ireland civil servants	£278.00					£278.00
23.04.09	Sunningdale	Attendance at meeting of Top 200 civil servants at the National School of Government		£9.40				£9.40
24 - 27.04.09	Newcastle	Keynote speaker at launch event of "Civil Service in the North East"	£320.20					£320.20
09.04 – 26.06.09	London	Home to Office travel		£564.50				£564.50

Hospitality Received

Date	Organisation Name	Type of Hospitality Received
21.04.09	IBM	Dinner

**David Cook, Parliamentary Counsel
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
23-24.04.09	Sunningdale	Attendance at meeting of Top 200 civil servants at the National School of Government		£18.80				£18.80
30.06.09	Stevenage	Attend seminar for Top Management Programme Group		£15.00				£15.00
Hospitality Received								
Nil Return								

**Jonathan Cunliffe, Prime Minister's Adviser on International Economic Affairs and Europe
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
01.04.09	London	Accommodation in London prior to G20 summit				£101.20		£101.20
22 - 24.04.09	Ottawa and Washington	Meetings with officials on G20 business	£5,167.70		£583.03	£178.86		£5,929.59
27.04.09	Warsaw	Preparatory meetings prior to Prime Minister's visit	£666.70					£666.70
03 – 05.05.09	Rome	G8 Sherpa meeting	£895.80					£895.80
05.05.09		Academic publication (Peterson Institute) for research purposes					£19.49	£19.49
06.05.09	London	Working lunch			£5.00			£5.00
22.05.09	Paris	Meeting with European counterparts and G8 Sherpa	£396.00					£396.00
26 - 27.05.09	Paris	Meeting with U.S. G8/G20 Sherpa	£647.70			£100.00		£747.70
27 - 30.05.09 -	Venice	G8+5 Sherpa meeting	£896.50					£896.50
02.06.09	London	Official meeting			£9.00			£9.00
11 - 12.06.09	Berlin	G20 Sherpa Charter meeting	£876.60			£163.72		£1,040.32
15 – 16.06.09	Helsinki and Stockholm	Meetings with Northern European counterparts and EU presidency meetings	£986.80			£171.68		£1,158.48
24 – 26.06.09	Rome	G8 Sherpa meeting	£1,039.00					£1,039.00
27.6.09	Rome	G8+5 Sherpa meeting	£889.00					£889.00

Apr - June		Use of Official Secure Car							£10,114.86
------------	--	----------------------------	--	--	--	--	--	--	------------

Hospitality Received

Date	Organisation Name	Type of Hospitality Received
06.05.09	LSE	Lunch
18.05.09	BBC	Lunch
19.05.09	Standard & Poor	Breakfast
09.06.09	Atlantic Partnership	Breakfast
23.06.09	Sir Trevor Chinn	Lunch

**Robin Dormer, Parliamentary Counsel
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
Apr - Jun		Professional Fees					£5.00	£5.00
Hospitality Received								
Nil Return								

Elizabeth Gardiner, Parliamentary Counsel
Business Expenses: April - June 2009

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
24.04.09	Sunningdale	Attendance at meeting of Top 200 civil servants at the National School of Government		£9.40				£9.40
Apr - Jun		Professional fees					£5.00	£5.00
Hospitality Received								
Nil Return								

Daniel Greenberg, Parliamentary Counsel
Business Expenses: April - June 2009

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
31.03 – 04.04. 09	Hong Kong	Commonwealth Association of Legislative Counsel conference	£856.40			£920.45		£1,776.85
Hospitality Received								
Nil Return								

**Robert Hannigan, Security Adviser to the Prime Minister
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation/Meals		
02 - 03.04.09	Sovereign Base Areas, Cyprus	Meetings with senior officials	£780.40			£120.88		£901.28
05 – 06.04.09	Washington	Meeting with senior officials	£2,863.80			£173.23		£3,037.03
09.04.09	Dublin	Replacement flight to replace personal flight missed as a result of security operation	£243.20	£19.50	£14.00			£276.70
17.04.09		Book on terrorism					£12.99	£12.99
22.04.09	London	Speech, Royal College of Defence Studies			£12.00			£12.00
22 – 23.04.09	Washington	Meeting with senior White House officials	£3,140.20		£87.12	£240.15		£3,467.47
12.05.2009	London	Seminar on National Security Strategy, Royal College of Defence Studies			£13.00			£13.00
14.05.2009	Portsmouth	Seminar with US officials		£28.00				£28.00
14.05.2009		3 books relating to terrorism and security issues					£37.98	£37.98
18 - 21.05.2009	Republic of Yemen and Kingdom of Saudi Arabia	Meeting with President of Yemen and senior officials; meetings with Saudi Ministers and officials	£3,770.42			£570.85		£4,341.27
09.06.2009	London	Meeting with senior officials				£55.13		£55.13

12.06.2009	Sellafield	Meetings with officials		£78.70	£14.00	£85.00		£177.70
24 – 25.06.2009	Washington	Meetings with senior US officials	£2,864.40		£9.70	£149.50	£40.61	£3,064.21
28 – 29.06.09	Ottawa	Meeting with senior officials	£4,455.70			£142.96		£4,598.66
Apr - June		Use of Official Secure Car						£3,326.17

Hospitality Received

Date	Organisation Name	Type of Hospitality Received
13.05.09	BT	Breakfast
15.05.09	Intellect	Lunch

**Jeremy Heywood, Permanent Secretary, 10 Downing Street
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodati on/Meals		
Apr - June		Use of Official Secure Car and other taxis/cars						£21,713.98

Hospitality Received

Date	Organisation Name	Type of Hospitality Received
12.04.09	McKinsey Summer Party*	Dinner
20.04.09	Morgan Stanley	Dinner
29.05.09	BAE Systems	Breakfast
29.05.09	Royal Bank of Scotland	Lunch
11.06.09	Bank of England	Dinner
15.06.09	GPS Group	Dinner
24.06.09	Institute for Government	Dinner
26.06.09	Royal Opera House*	Opera/Dinner

*with guest

Adrian Hogarth, Parliamentary Counsel
Business Expenses: April - June 2009

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation/Meals		
Apr - Jun		Professional Fees					£24.38	£24.38
Hospitality Received								
Nil Return								

Stephen Laws, Permanent Secretary and First Parliamentary Counsel
Business Expenses: April - June 2009

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation/Meals		
31.03 – 04.04.09	Hong Kong	Commonwealth Association of Legislative Counsel conference	£1,447.17			£382.20		£1,829.37
11.06.09	Cardiff	Official meeting		£176.00				£176.00
22-23.06.09	Cardiff	Civil Service Benevolent Fund		£176.00				£176.00
Apr - Jun		Professional Fees					£24.38	£24.38
Apr - June		Use of Official Secure Car						£654.74
Hospitality Received								
Nil Return								

**Simon McDonald, Foreign Policy Adviser to the Prime Minister
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation/Meals		
01.04.09	London	Overnight stay in advance of G20 summit				£101.20		£101.20
20.04.09	Paris	Meetings with senior counterparts		£249.00				£249.00
06.05.09	Copenhagen	Meetings with senior counterparts	£822.50		£70.00			£892.50
11 - 12.05.09	Berlin	Meetings with senior counterparts	£877.00	£16.50	£17.95	£212.78		£1124.23
18 - 19.05.09	US	MOD US trip				£162.55		£162.55
26 - 27.05.09	Washington	Meetings with senior counterparts	£3232.40	£16.50				£3248.90
29.05.09	Paris	Meetings with senior counterparts	£103.49	£232.70				£336.19
31.05 – 02.06.09	Iraq	Meetings with senior counterparts	£3333.20	£16.50				£3349.70
23 - 24.06.09	Paris	Meetings with senior counterparts		£396.00				£396.00
26 - 28.06.09	Delhi	Meetings with senior counterparts	£4389.30		£70.00			£4459.30
Apr - June								£1,283.47
Use of Official Secure Car								

Hospitality Received

Date	Organisation Name	Type of Hospitality Received
16.06.09	Lord Ashdown	Lunch

**Robert Parker, Parliamentary Counsel
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommoda tion/Meals		
Apr - Jun		Professional Fees					£25.00	£25.00
Hospitality Received								
Nil Return								

Jonathan Portes, Senior Adviser, Economic Policy Issues
Business Expenses: April - June 2009

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
01.04.09	London	G20 meeting			£32.00			£32.00
03.04.09	London	Post G20 meeting			£18.00			£18.00
16.04.09	London	International Labour Organisation Summit Meeting			£17.50			£17.50
20.04.09	London	Meeting on global economic issues			£15.00			£15.00
23- 24.04.09	Sunningdale	Attendance at meeting of Top 200 civil servants at the National School of Government		£18.80				£18.80
Hospitality Received								
Nil Return								

Beverley Richardson, Parliamentary Counsel
Business Expenses: April - June 2009

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
Apr - Jun		Professional Fees					£5.00	£5.00
Hospitality Received								
Nil Return								

Gill Rider, Head Civil Service Capability Group
Business Expenses: April - June 2009

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
23 – 24.04.09	Sunningdale	Attendance at meeting of Top 200 civil servants at the National School of Government		£18.80				£18.80
30.04.09	Cardiff	Attendance at Welsh Assembly Government Awards		£61.00	£22.30	£77.50		£160.80
07.05.09	Sunningdale	Attendance at bi-annual meeting of Permanent Secretaries at the National School of Government		£18.80				£18.80
11.06.09	London	Official meeting			£5.20			£5.20
15.06.09	London	Official meeting			£10.00			£10.00
26.06.09	Sunningdale	Meeting of HR leaders at National School of Government		£11.80				£11.80

Hospitality Received

Date	Organisation Name	Type of Hospitality Received
24.06.09	Institute for Government	Dinner

**Campbell Robb, Director General Office of the Third Sector
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodatio n/Meals		
21.04.09	London	Lunch meeting with Action for Children					£30.45	£30.45
05.05.09	London	Working lunch with stakeholder				£71.65		£71.65
12.05.09	London	Social Enterprise Summit and Presentation			£7.50			£7.50
20.05.09	London	Official meeting			£7.00			£7.00
02.06.09	London	Compact Meeting			£14.70			£14.70
11.06.09	London	Charity Awards Show			£57.34			£57.34
17.06.09	London	Launch of the Funding Central Website			£14.18			£14.18
18.06.09	London	Official meeting			£47.25			£47.25
18.06.09	London	Return from Official meeting			£33.08			£33.08
Hospitality Received								
Date	Organisation Name		Type of Hospitality Received					
21.04.09	NCVO		Dinner					

**Hayley Rogers, Parliamentary Counsel
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
25.04 – 02.05.09	Bangalore India	Top Management Programme	£633.60			£139.34		£772.94
Hospitality Received								
Nil Return								

**John Suffolk, Chief Information Officer
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
01.04.09		Breakfast meeting, Praesta LLP					£18.00	£18.00
18 – 22.04.09	Washington	Briefings with foreign government CIOs	£1,781.50			£198.28		£1,979.78
22.04 – 01.05.09	San Francisco and Seattle	Briefings with foreign government CIOs	£6,118.40		£276.46	£720.38		£7,115.24
17.06.09	London	Official Meeting			£14.54			£14.54
14.05 – 29.06.09	London	Home to office travel		£2082.00				£2082.00

Hospitality Received

Date	Organisation Name	Type of Hospitality Received
01.04.09	EDS Defence & Security	Dinner
08.04.09	Steria	Breakfast
08.04.09	Princes Trust	Drinks: after giving presentation
14.04.09	Dtex Systems	Dinner
15.04.09	ITW Networks	Breakfast
15.04.09	Box Sentry	Drinks
18.05.09	Computercenter (UK) Ltd	Dinner
19.05.09	HP	Breakfast

20.05.09	Whitehead Mann	Lunch
20.05.09	Informed Solutions	Drinks
21.05.09	Jefferson Salt Interim Management	Breakfast
27.05.09	Alsbridge plc	Drinks
27.05.09	UK (Microsoft)	Dinner
28.05.09	Lenovo	Breakfast
11.06.09	BT	Dinner
12.06.09	Dr Fosters	Breakfast
12.06.09	Atos Consulting London	Dinner
13.06.09	SUN	Dinner
01.06.09	Compass MC	Drinks
01.06.09	Chemistry Club	Dinner and drinks
02.06.09	EMC Computer Systems (UK) Ltd	Breakfast
02.06.09	Economist and SAP: CIO and Technology Leaders Forum	Dinner
08.06.09	Cable and Wireless	Dinner
09.06.09	Dtex Systems	Breakfast
09.06.09	IBM	Dinner
11.06.09	Open Business Associates	Breakfast
15.06.09	IBM	Dinner
16.06.09	Atos Origin	Breakfast
16.06.09	Kira	Drinks
17.06.09	BCS CXO roundtable debate	Breakfast: after giving presentation
30.06.09	BT, Tallis	Drinks
30.06.09	Open Forum Europe and Deloitte	Dinner

**Matt Tee, Permanent Secretary Government Communications
Business Expenses: April - June 2009**

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommoda tion/Meals		
17.04.09	Cardiff	South Wales police visit		£173.00				£173.00
21.04.09	London	Meeting with communication officials			£8.00			£8.00
21.04.09	London	Official meeting			£8.00			£8.00
21.04.09	London	Meeting with charity			£8.00			£8.00
23- 24.04.09	Sunningdale	Attendance at meeting of Top 200 civil servants at the National School of Government		£36.20				£36.20
27.04.09	London	Official meeting			£6.00			£6.00
30.04.09	London	Official meeting			£12.00			£12.00
07- 08.05.09	Sunningdale	Attendance at a Top Management meeting		£9.40				£9.40
12.05.09	London	Official meeting			£12.00			£12.00
13.05.09	London	Behaviour Change conference			£31.58			£31.58
14.05.09	London	Tower 09 conference			£5.00 (river boat)			£5.00
15.05.09	Manchester	Tameside Borough Council visit		£111.00				£111.00
21.05.09	Sheffield	LG Communications conference		£185.00				£185.00
04.06.09	Cardiff	Association of Healthcare Communicators conference		£167.00	£12.50			£179.50
08.06.09	Virginia Water	Departmental business meeting		£11.60				£11.60

11.06.09	Liverpool	NHS Confederation		£231.00	£11.00			£242.00
18.06.09	Cardiff	GCN event		£176.00	£5.00			£181.00
Apr - June		Use of Official Secure Car and other taxis/cars						£1,398.67
Hospitality Received								
Nil Return								

Chris Wormald, Director General Public Sector Reform
Business Expenses: April - June 2009

DATES	DESTINATION	PURPOSE	TRAVEL				OTHER (Including Hospitality Given)	Total Cost £
			Air	Rail	Taxi/Car	Accommodation /Meals		
23 – 24.04.09	Sunningdale	Attendance at meeting of Top 200 civil servants at the National School of Government		£18.80				£18.80

Hospitality Received

Date	Organisation Name	Type of Hospitality Received
08.05.09	Capita	Lunch
09.06.09	Institute for Government	Lunch