

**Department for Environment, Food and Rural Affairs
Management Committee Business Costs and Hospitality Jul – Sep 2012**

Business Expenses: Jul - Sep 2012

Name	Position	Dates	Destination	Purpose	Travel - Air	Travel - Rail	Travel - Taxi-Car /Tube/Bus	Travel – Accommodation / Meals	Other (Including Hospitality Given)	Total Cost £
Bronwyn Hill	Permanent Secretary	18/07/2012	Theale, Berkshire	Supervisory Board Away Day		40.21				40.21
Bronwyn Hill	Permanent Secretary	17-18/09/2012	Newcastle	Defra official meetings and staff visit		293.87	79.00			372.87
Ian Trenholm	Director General, Chief Operating Officer	06/07/2012	Weybridge	Meeting with CEO Peter Borriello of Veterinary Medicine Directorate (VMD)			29.70 (Car Milage)			29.70
Ian Trenholm	Director General, Chief Operating Officer	10/07/2012	Lowestoft	Meeting with CEO Mike Waldock and team at Centre for Environment, Fisheries & Aquaculture Science (CEFAS)		58.64		100.90		159.54

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Name	Position	Dates	Destination	Purpose	Travel - Air	Travel - Rail	Travel - Taxi-Car /Tube/Bus	Travel – Accommodation / Meals	Other (Including Hospitality Given)	Total Cost £
Ian Trenholm	Director General, Chief Operating Officer	17/07/2012	Weybridge	Meeting with CEO Catherine Bronwyn and team at Animal Health & Veterinary Laboratory Agency (AHVLA)			12.00			12.00
Ian Trenholm	Director General, Chief Operating Officer	01/08/2012	York	Meeting with CEO Adrian Belton and team at Food and Environment Research Agency FERA		112.44		68.00		180.44
Ian Trenholm	Director General, Chief Operating Officer	14/09/2012	York	FERA visit with Sir Bob Kerlake, head of the Civil Service		86.73	37.00			123.73
Katrina Williams	Director General, Strategy, Evidence and Customers	18/07/2012	Theale, Berkshire	Supervisory Board Away day		22.46				22.46
Katrina Williams	Director General, Strategy, Evidence and Customers	26/09/2012	Shoreham-by-Sea	Foreign and Commonwealth (FCO) office directors event		26.54				26.54
Peter Unwin	Director General, Policy Delivery	04/07/2012	Princes Risborough	Farm visits		25.92				25.92

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Peter Unwin	Director General, Policy Delivery	06/07/2012	Hampton Court, Richmond	Giving at speech at a wildlife gardening competition		13.44				13.44
Peter Unwin	Director General, Policy Delivery	18/07/2012	Theale, Berkshire	Supervisory Board Away day		40.21				40.21
Peter Unwin	Director General, Policy Delivery	20/07/2012	Surrey	AHVLA visit			14.00			14.00
Peter Unwin	Director General, Policy Delivery	13 – 14/08/2012	Penrith, Cumbria	Farm visits		90.36				90.36
Peter Unwin	Director General, Policy Delivery	17/09/2012	Oxford	Natural Capital Committee (NCC) dinner		54.23				54.23
Peter Unwin	Director General, Policy Delivery	24 – 25/09/2012	Birmingham	Environment Agency (EA) senior staff event		155.16				155.16
Bob Watson (left 12 th Sept)	Chief Scientific Adviser	05/07/2012	Lowestoft	The Centre for Environment, Fish and Aquaculture Science meeting of the Review panel		18.15				18.15
Bob Watson	Chief Scientific Adviser	18/07/2012	Theale, Berkshire	Supervisory Board Away Day		21.88				21.88

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Bob Watson	Chief Scientific Adviser	18 – 19/07/2012	Swindon	Natural Environment Research Council (NERC) meeting		34.55				34.55
Bob Watson	Chief Scientific Adviser	25/07/2012	Kew Gardens, Richmond	Royal Botanic Garden Kew networking event.		6.17				6.17
Bob Watson	Chief Scientific Adviser	02 – 03/08/2012	Cambridge	United Nations Environment Programme meeting		32.75	34.50	100.00		167.25
Bob Watson	Chief Scientific Adviser	28 - 29/08/2012	Glasgow	3 rd European Congress of Conservation of Biology		79.74				79.74
Ian Boyd (started 30 th Aug)	Chief Scientific Adviser	17/09/2012	Oxford	NCC – engagement with the Committee Members and Senior Government Officials		54.28				54.28
Ian Boyd	Chief Scientific Adviser	26/09/2012	Cambridge	Working dinner with the Chair of the Science Advisory Committee (SAC)		23.43			91.35 (dinner)	114.78

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Name	Position	Dates	Destination	Purpose	Travel - Air	Travel - Rail	Travel - Taxi-Car /Tube/Bus	Travel – Accommodation / Meals	Other (Including Hospitality Given)	Total Cost £
Iain Ferguson	Lead Non Executive Director	11/07/2012	London	Official meetings			16.00			16.00
Iain Ferguson	Lead Non Executive Director	12/07/2012	London	Attend Supervisory Board		24.80	12.00			36.80
Iain Ferguson	Lead Non Executive Director	24/07/2012	Newcastle	Meeting with Marine Management Organisation (MMO)	131.00					131.00
Iain Ferguson	Lead Non Executive Director	10/09/2012	London	Official meetings		24.80				24.80
Iain Ferguson	Lead Non Executive Director	11/09/2012	London	Attend Supervisory Board		10.00	23.00			33.00
Iain Ferguson	Lead Non Executive Director	17/09/2012	London	Attend sift for Non Executive Director post at HMRC		18.60				18.60
Paul Rew	Non- Executive Director	02/07/2012	London	Audit and Risk Committee meeting		14.80				14.80
Paul Rew	Non- Executive Director	12/07/2012	London	Attend Supervisory Board		18.10				18.10

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Paul Rew	Non- Executive Director	18/07/2012	Reading	Supervisory Board Awayday			22.50			22.50
Paul Rew	Non- Executive Director	24/07/2012	London	Official meetings		14.80				14.80
Tony Hawkhead	Non Executive Director	12/07/2012	London	Attend Supervisory Board				131.85		131.85
Tony Hawkhead	Non Executive Director	17/07/2012	London	Official meeting				134.10		
Tony Hawkhead	Non Executive Director	17/07/2012	Lowestoft	Official meeting		232.00				232.00
Tony Hawkhead	Non Executive Director	25/07/2012	London	Official meeting				150.53		150.53
Tony Hawkhead	Non Executive Director	11/09/2012	London	Attend Supervisory Board		158.00				158.00
Tony Hawkhead	Non Executive Director	19/09/2012	London	Official meeting		113.60				113.60
Catherine Doran	Non Executive Director	18/07/2012	Theale, Berkshire	Supervisory Board away Day		32.00				32,00
Mark Grimshaw (Main office Reading)	Chief Executive: Rural Payments Agency (RPA)	02/07/2012	London	Official meetings		47.28				47.28

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Name	Position	Dates	Destination	Purpose	Travel - Air	Travel - Rail	Travel - Taxi-Car /Tube/Bus	Travel – Accommodation / Meals	Other (Including Hospitality Given)	Total Cost £
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	05/07/2012	London	Official meetings		47.28				47.28
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	06/07/2012	Exeter	Exeter RPA site visit		263.11				263.11
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	23/07/2012	London	Stakeholder Workshop: Triennial review of Environment Agency (EA) & Natural England (EA):		47.28				47.28
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	29/08/2012	London	Official meetings		41.46				41.46
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	03 - 04/09/2012	London/ Birmingham	Defra official meeting and attended Livestock event in Birmingham		157.89		300.30		458.19
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	06/09/2012	London	Official meetings		47.28				47.28
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	11/09/2012	London	Official meetings		47.28				47.28

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Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	17/09/2012	London	Official meeting		47.28				47.28
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	19/09/2012	London	Official meeting		47.29				47.29
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	20/09/2012	London	Official meetings and Association of Chief Executives (ACE) early evening discussion forum		47.28				47.28
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	24/09/2012	London	Official meetings		47.28				47.28
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	25/09/2012	London	Official meeting		47.28				47.28
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	27/09/2012	London	Defra Senior Civil Service (SCS) conference		47.28				47.28
Catherine Brown (left 30 th Sept) (Main office Worcester)	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	02 - 03/07/2012	Weybridge / London	Official meetings			17.00			17.00

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Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	17/07/2012	Weybridge	Official meetings			17.00			17.00
Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	19/07/2012	Stafford	Stafford AHVLA site visit			200.00			200.00
Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	23 – 25/07/2012	Builth Wells / Carmarthen / Bristol	Attendance at Royal Welsh Show; Carmarthen AHVLA site visit; Bristol AHVLA site visit				36.74		36.74
Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	30 – 01/08/2012	London / Weybridge / Uxbridge	Official meetings			69.00	20.00		89.00
Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	07 – 08/08/2012	Cardiff	AHVLA Board meeting		43.80				43.80

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Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	13 – 14/08/2012	Swindon	AHVLA Executive Team development event			70.00			70.00
Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	16/08/2012	Weybridge	Official meeting			13.00			13.00
Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	20 – 22/08/2012	Weybridge / London	Official meetings			21.00	15.48		36.48
Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	03/09/2012	Weybridge	Official meetings			7.00	18.35		25.35
Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	05 - 06/09/2012	Warwick	Official meetings			10.00			10.00

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Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	10 – 13/09/2012	Belfast / London / Weybridge	Visit to Food Standards Agency (FSA) ; Official meetings			99.00	42.10		141.10
Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	14/09/2012	Worcester	Annual review with Health and Safety Executive (HSE)					20.50	20.50
Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	18 – 19/09/2012	London	Official meetings			6.00	14.05		20.05
Catherine Brown	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	26 – 27/09/2012	London	Accounting Officer training; Defra SCS Conference			27.00	20.00		47.00
Adrian Belton (Main office York)	Chief Executive: Food and Environment Research Agency (FERA)	11/07/2012	London	Official meetings		198.80	13.10			211.90

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Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	12/07/2012	York	York University honorary graduation lunch			25.50			25.50
Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	16-17/07/2012	London	Official meetings; Price Waterhouse Coopers (PWC) working dinner		157.27	16.00	42.00		215.27
Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	24-25/07/2012	Monk Fryston, near Leeds	FERA workshop			12.15	120.00		132.15
Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	25/07/2012	London	Official meetings		168.50	21.30			189.80
Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	05/09/2012	London	Official meetings		196.25	30.00			226.25

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Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	07/09/2012	Boroughbridge	Official meeting			10.40			10.40
Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	17-18/09/2012	London	Association for Independent Research & Technology Organisations (AIRTO) dinner		150.79	11.20	42.00	165 (ticket for event)	368.99
Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	20/09/2012	London	Association of Chief Executives (ACE) workshop		196.25	10.00			206.25
Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	24/09/2012	York	Official meeting and dinner				30.99		30.99
Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	25/09/2012	London	Official meetings		196.25	14.00			210.25

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Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	27/09/2012	London	Defra SCS Conference		196.25	14.00			210.25
Peter Borriello (Main office Weybridge)	Chief Executive: Veterinary Medicines Directorate (VMD) Agency	04 – 06/07/2012	Edinburgh	Antimicrobial Resistance Seminar		170.50	29.00	203.30		402.80
Peter Borriello	Chief Executive: Veterinary Medicines Directorate (VMD) Agency	28/08/2012	Guildford	Meeting at Surrey University		£5.20				5.20
Peter Borriello	Chief Executive: Veterinary Medicines Directorate (VMD) Agency	19 – 22/09/2012	Larnaca, Cyprus	Heads of Medicines Agency meeting	350.00		62.50	318.21		730.71
Richard Judge (left 29 th July) (Main office Lowestoft)	Chief Executive: Centre for Environment, Fisheries & Aquaculture Science (Cefas)	02 - 05/07/2012	London / Newcastle/ Stockton	External meetings		186.15	6.67	292.00		484.82

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Richard Judge	Chief Executive: Centre for Environment, Fisheries & Aquaculture Science (Cefas)	09/07/2012	London / Medway	Official meetings; external meetings		68.70	9.37	5.00		83.07
Richard Judge	Chief Executive: Centre for Environment, Fisheries & Aquaculture Science (Cefas)	11/07/2012	London / Weymouth / Southampton	ACE event; Weymouth CEFAS site visit; external meetings		72.10	13.67	88.25		174.02
Mike Waldock (started 30 th July) (Main office Weymouth)	Interim Chief Executive: Centre for Environment, Fisheries & Aquaculture Science (Cefas) - Interim	13 - 14/08/2012	London	Policy customer meetings		63.20	12.90	132.10		208.20
Mike Waldock	Interim Chief Executive: Centre for Environment, Fisheries & Aquaculture Science (Cefas) - Interim	20 - 24/08/2012	Lowestoft	Management meetings		89.10	13.00	281.89		383.99

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Mike Waldock	Interim Chief Executive: Centre for Environment, Fisheries & Aquaculture Science (Cefas) - Interim	30/08/2012	London	CEFAS Management meetings		62.40	13.50	5.85		81.75
Mike Waldock	Interim Chief Executive: Centre for Environment, Fisheries & Aquaculture Science (Cefas) - Interim	20/09/2012	London	Official meetings		62.40	12.50	3.00		77.90
Mike Waldock	Interim Chief Executive: Centre for Environment, Fisheries & Aquaculture Science (Cefas) - Interim	24-27-09-2012	Lowestoft & London	CEFAS Management Board and SCS Conference		89.10	13.00	260.39		362.49

**Department for Environment, Food and Rural Affairs
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Hospitality: Jul - Sep 2012

Name	Position	Date	Organisation name	Type of hospitality received
Bronwyn Hill	Permanent Secretary	02/07/2012	Groundwork	Reception
Ian Trenholm	Director General, Chief Operating Officer	16/07/2012	PWC	Dinner
Ian Trenholm	Director General, Chief Operating Officer	18/09/2012	Chemistry Club	Reception
Katrina Williams	Director General, Strategy, Evidence and Customers	03/07/2012	Fonterra – Dairy for Life	Reception
Katrina Williams	Director General, Strategy, Evidence and Customers	23/07/2012	Unilever	Reception and dinner
Katrina Williams	Director General, Strategy, Evidence and Customers	17/08/2012	IGD	Lunch
Peter Unwin	Director General, Policy Delivery	02/07/2012	Association of British Insurers	Dinner
Peter Unwin	Director General, Policy Delivery	03/07/2012	Fonterra – Dairy for Life	Reception

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Name	Position	Date	Organisation name	Type of hospitality received
Bob Watson	Chief Scientific Adviser	Nil		
Ian Boyd	Chief Scientific Adviser	Nil		
Iain Ferguson	Lead Non Executive Director	Nil		
Paul Rew	Non Executive Director	Nil		
Tony Hawkhead	Non Executive Director	Nil		
Catherine Doran	Non Executive Director	Nil		
Mark Grimshaw	Chief Executive: Rural Payments Agency (RPA)	Nil		
Catherine Brown (left 30th Sept)	Chief Executive: Animal Health & Veterinary Laboratory Agency(AHVLA)	Nil		
Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	12/07/2012	York University	Lunch

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Adrian Belton	Chief Executive: Food and Environment Research Agency (FERA)	16/07/2012	PWC	Dinner
Peter Borriello	Chief Executive: Veterinary Medicines Directorate (VMD) Agency	Nil		
Richard Judge	Chief Executive: Centre for Environment, Fisheries & Aquaculture Science (Cefas)	Nil		
Mike Waldock	Interim Chief Executive: Centre for Environment, Fisheries & Aquaculture Science (Cefas) - Interim	Nil		