

Freedom of Information requests

2013

Reference number: 13-004

FREEDOM OF INFORMATION REQUEST

I should be obliged if you would let me have the following information:

- Please provide information detailing how the Museum proposed making financial savings between the current and proposed structures.
- Please provide the full Travel and Subsistence claims submitted by the Director General for the years 2011-12 and 2012-13. Please include the claim forms submitted and any travelling costs incurred by the Director General, arranged through central bookings or on corporate credit cards.
- I request the correspondence between NMW and HLF authorising or discussing the proposal for absorbing of the HLF funded posts outlined in the remit letter, and the transfer posts defined in the Business and Activity Plans, into the new proposed structure for Learning
- I request the minutes of the meeting of the Board of Trustees where the Change Programme was discussed

I look forward to hearing from you, and thank you for your co-operation.

11 April 2013

Dear,

REQUEST FOR INFORMATION – *Information relating to the Change Programme and related financial matters.*

Thank you for your request for information. As Head of Knowledge & Information Management for Amgueddfa Cymru - National Museum Wales, I am responsible for responding to your request for information.

I refer to your email of 13th March 2013, in which you asked for the following information:

- 1 *Please provide information detailing how the Museum proposed making financial savings between the current and proposed structures.*
- 2 *Please provide the full Travel and Subsistence claims submitted by the Director General for the years 2011-12 and 2012-12. Please include the claims forms submitted and any travelling costs incurred by the Director General, arranged through central bookings or on corporate credit cards.*
- 3 *I request the correspondence between NMW and HLF authorising or discussing the proposal for absorbing of the HLF funded posts outlined in the remit letter, and the transfer of posts defined in the business and Activity Plans, into the new proposed structure for Learning.*
- 4 *I request the minutes of the meeting of the Board of Trustees where the Change Programme was discussed.*

In responding to your request for information, I will be referring to each request separately.

RESPONSE

- 1/ *Please provide information detailing how the Museum proposed making financial savings between the current and proposed structures.*

Appendix A – Estimated Savings from the Change Programme

- 2/ *Please provide the full Travel and Subsistence claims submitted by the Director General for the years 2011-12 and 2012-12. Please include the claims forms submitted and any travelling costs incurred by the Director General, arranged through central bookings or on corporate credit cards.*

Appendix B – Travel & Subsistence claims for 2011-12

Appendix B1 - Travel & Subsistence claims for 2012-13.

Please note:

Some of the subsistence charges provided for 2011-12 and 2012-13 claims relate to hospitality where Mr. Anderson is entertaining external individuals on behalf of Amgueddfa Cymru.

I would also like to bring to your attention; the air travel costs for Mr. Anderson for his flights to China and other locations have been reimbursed by other external organisations. The initial costs did form part of his travel expenses prior to charges being reimbursed. Reimbursements are provided on the final page of Appendix B1.

- 3/ *I request the correspondence between NMW and HLF authorising or discussing the proposal for absorbing of the HLF funded posts outlined in the remit letter, and the transfer of posts defined in the business and Activity Plans, into the new proposed structure for Learning.*

There has not been an exchange of correspondence between HLF and Amgueddfa Cymru on this matter. The Director General and Project staff do meet HLF Project Monitors on a quarterly basis to discuss the progress of the project against the delivery of the Activity Plan.

Amgueddfa Cymru does not hold the information you have requested as there has not been any correspondence between Amgueddfa Cymru and the HLF on this matter, therefore I am unable to provide the information you have requested as it does not exist and as such, it is not held by the Museum.

Under Section 1.1 of the Freedom of Information Act, the information you have requested is not held, therefore, I must apply Section 17 of the Act which states where public authorities receive a request for information that they do not hold, they must issue a Refusal Notice stating they do not hold the requested information. I am therefore issuing you with a Refusal Notice as the information you have requested is not held.

4/ I request the minutes of the meeting of the Board of Trustees where the Change Programme was discussed.

Appendix C – Board of Trustees meeting where the Change Programme was discussed.

Your request was considered according to the principles set out in the National Assembly's Code of Practice on Public Access to Information (third edition). The Code is published on the Internet at www.information.wales.gov.uk.

If you believe that I have not applied the Code of Practice on Public Access to Information correctly or have not followed the relevant laws, please contact me to request a first-stage review. If, after that, you are still not satisfied you may request a formal internal review by Amgueddfa Cymru. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to:

Mr John Williams-Davies
Director of Collections and Research
Amgueddfa Cymru – National Museum Wales
Cathays Park
Cardiff
CF10 3NP

When dealing with any concerns, we will follow the principles of the National Museum of Wales's Code of Practice on Complaints, which is available on our website at www.museumwales.ac.uk/en/45/ or by post from:

Mr John Williams-Davies
Director of Collections and Research
Amgueddfa Cymru – National Museum Wales
Cathays Park
Cardiff
CF10 3NP

You also have the right to complain to the Information Commissioner. Normally, however, you should pursue the matter through our internal procedure before you complain to the Information Commissioner.

The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

I apologise that Amgueddfa Cymru cannot assist you with all aspects of your request but if you have any further queries or concerns then please contact me via my email address.

Yours sincerely,

Head of Knowledge & Information Management

Appendix A – Estimated Savings form the Change Programme

Estimated Savings from Change Programme Proposals

	Grade H	Grade G	Grade F	Grade E	Grade D	Grade C	Fixed Term Contracts	Re-grading	St Fagans project	Visitor Services Targets	Other	Non-staff	TOTAL
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Finance						24	60						84
Operations		26	51		49	22	77			134	60	82	501
Collections & Research	207	402	230	150	90	33	82	17					1,211
Learning									251				251
Other organisation initiatives re. staffing	207	428	281	150	139	79	219	17	251	134	60	82	2,047
Additional income from fundraising, research etc													250
													250
													2,547

**Appendix B – Travel and Subsistence
claims for 2011 - 12**

2011-12

David Anderson travel & subsistence expenditure - Summary

Visa Card Spend	11,372.45
T&S spend	3,575.32
Taxi	1,119.65

16,067.42

Visa Card Spend 2011-12

Accommodation & Meals	07/03/11	140.00	PARK PLAZA LEEDS	Accommodation in Leeds for Wakefield Board
Train & Tube	07/03/11	3.60	LEEDS ECML SHERE SST	Leeds to Wakefield train fare
Accommodation & Meals	08/03/11	162.18	LASTMINUTE.COM	Accommodation in London for NMDC Meeting 10/3
Train & Tube	11/03/11	37.00	FIRST GREATWESTERN	Train fare to London 10/3 NMDC Meeting
Entertaining	14/03/11	67.00	ZIZZI	Evening Meal with curatorial consultant
Entertaining	16/03/11	58.08	SPIZZE QUARTER	evening meal - curatorial consultant
Train & Tube	18/03/11	11.50	FIRST GREATWESTERN	Train fare to London 23/3 MA Board
Train & Tube	18/03/11	4.20	THETRAINLINE.COM	Train fare to Newport 23/3
Accommodation & Meals	23/03/11	128.77	LASTMINUTE.COM	Hotel Accommodation - MA Board 24/3
Train & Tube	23/03/11	44.00	FIRST GREATWESTERN	Train fare 24/3 for MA Board (return)
Train & Tube	23/03/11	11.60	THETRAINLINE.COM	train fare to abergavenny for Big Pit meeting 28/3
Entertaining	25/03/11	30.90	BELLINI'S ITALIAN CAFE	British Council dinner 24/3
Train & Tube	29/03/11	59.00	FIRST GREATWESTERN	train fare to London for MA Board on 5/4
Accommodation & Meals	31/03/11	128.77	LASTMINUTE.COM	hotel accommodation 4/4 for MA Board
Entertaining	31/03/11	12.15	DIGBY TROUT RESTAU	Clore Duffield lunch
Accommodation & Meals	04/05/11	151.98	LASTMINUTE.COM	Accommodation 4/5 for Culture Unlimited meeting
Air Travel Europe	04/05/11	103.70	www.Flybe.DORXH6	Flight from Edinburgh to Cardiff 9/5 returning from Dean Gallery
Air Travel Europe	04/05/11	63.48	www.Flybe.DORLGF	Flight to Belfast 7/5 for meeting with Ulster Museum
Accommodation & Meals	05/05/11	5.50	MARKS & SPENCER SSPLTD	Snack - journey to London for Culture Unlimited Meeting 4/5
Travel & Subsistence	05/05/11	27.00	Stena Line Ltd	Ferry/Rail ticket from Belfast to Edinburgh 8/5 - Ulster Museum to Dean Gallery meeting
Accommodation & Meals	06/05/11	100.98	LASTMINUTE.COM	Accommodation 8/5 for Dean Gallery meeting - cancelled as wrong area
Accommodation & Meals	06/05/11	11.09	MARKS & SPENCER SSPLTD	Snack on return journey to Cardiff on 5/5 from MLA meeting
Accommodation & Meals	09/05/11	-99.00	LASTMINUTE.COM	refund of accommodation 8/5 less cc charge
Accommodation & Meals	11/05/11	103.58	HOLIDAY INNS	Accommodation in Edinburgh 8/5 Dean Gallery meeting
Entertaining	23/05/11	27.86	PARK PLAZA CARDIFF	Lunch - Science Museum 20/5
Train & Tube	24/05/11	26.00	THETRAINLINE.COM	Train to Aberystwyth for Peoples Collection Wales meeting 26/5
Accommodation & Meals	26/05/11	27.00	MARKS & SPENCER SSPLTD	Strategy Board People Collection Wales meeting - lunch and evening meal
Train & Tube	30/05/11	28.50	FIRST GREATWESTERN	Rail fare from London to Cardiff ON 5/6 - DA to pay from relocation 1060 4088
Train & Tube	30/05/11	13.00	THETRAINLINE.COM	Rail fare from Hereford to Bangor - Hay Festival 2/6
Train & Tube	30/05/11	17.50	THETRAINLINE.COM	Rail fare from Cardiff to Hereford - Hay Festival 30/5
Train & Tube	30/05/11	17.50	THETRAINLINE.COM	Rail fare from Hereford to Cardiff - Urdd reception 1/6
Train & Tube	30/05/11	37.00	VIRGIN TRAINS.COUK	Rail fare - return journey from NSM site visit to London
Train & Tube	01/06/11	16.00	THETRAINLINE.COM	Rail fare from Swansea to Hereford - travel from Urdd to Hay 1/6
Train & Tube	01/06/11	7.20	THETRAINLINE.COM	Train fare from Swansea to Cardiff on 1/6
Train & Tube	02/06/11	7.20	ARRIVA TRAINS WALE	Rail fare from Cardiff to Swansea - Urdd 1/6/11
Train & Tube	02/06/11	18.10	HEREFORD RAILWAY S	Rail fare Cardiff to Hereford - return to Hay 1/6
Entertaining	04/04/11	30.66	PARK PLAZA CARDIFF	Lunch 1/4
Train & Tube	04/04/11	89.10	THETRAINLINE.COM	Return Train fare - Yorkshire Sculpture Park Opening
Train & Tube	04/04/11	81.00	THETRAINLINE.COM	Train fare to Yorkshire Sculpture Parking Opening
Train & Tube	05/04/11	14.20	FIRST GREATWESTERN	train fare to Swansea
Accommodation & Meals	06/04/11	20.83	HOLIDAY INNS	Upgrade to hotel booking for MA Board 5/4
Entertaining	06/04/11	43.20	LA CHAPELLE	Breakfast meeting 5/4
Train & Tube	08/04/11	25.00	FIRST GREATWESTERN	train fare to Cardiff from Press Launch 13/4
Train & Tube	08/04/11	25.00	FIRST GREATWESTERN	train fare to London for Press Launch new galleries 13/4
Accommodation & Meals	11/04/11	7.10	ARRIVA TRAINS WALE	snack from Cardiff to London for MA Board on 24/3
Accommodation & Meals	12/04/11	126.23	LASTMINUTE.COM	Accommodation Press Launch new galleries on 13/4
Accommodation & Meals	14/04/11	21.96	MARKS & SPENCER SSPLTD	Food - travel to London for Press Launch on 14/4
Train & Tube	14/04/11	64.00	ARRIVA TRAINS WALE	Train fare from London to Cardiff on 14/4 as earlier train missed - returning from Press Launch
Train & Tube	19/04/11	12.00	LEWES TOURIST INFO	Train fare from Lewes to London on 19/4 to meetHLF
Train & Tube	29/04/11	28.50	FIRST GREATWESTERN	Train to London for MLA meeting on 5/5
Train & Tube	29/04/11	37.00	FIRST GREATWESTERN	Train to Cardiff following MLA meeting on 5/5
Train & Tube	29/04/11	58.00	THETRAINLINE.COM	Train to Liverpool for meeting 29/4
Train & Tube	29/04/11	55.00	VIRGIN TRAINS.COUK	Train fare to London returning from meeting
Accommodation & Meals	02/05/11	58.33	PREMIER INN	Accommodation for meeting 29/4
Accommodation & Meals	02/05/11	18.85	PASSAGE TO INDIA	Evening meal meeting 29/4
Train & Tube	02/05/11	69.00	LIVERPOOL LIME STR	return train from Liverpool to London following meeting on 29/4
Entertaining	08/06/11	30.00	CARLUCCIO'S	Breakfast meeting with and 7 June
Accommodation & Meals	08/06/11	135.60	CITADINES HOLBORN	Hotel accommodation for MA Board meeting on 7 June
Train & Tube	09/06/11	44.00	FIRST GTR WESTERN	Train ticket from London to Cardiff on 8/6 meeting with Esmee Fairburn
Entertaining	13/06/11	39.52	WALES MILL CTR TRADG R	Lunch with Wales Millennium Centre on 10/6
Entertaining	13/06/11	20.00	HILTON HOTEL	Drinks - Meeting with Collections Trust on 10/6
Train & Tube	16/06/11	8.50	FIRST GREATWESTERN	Train fare to Bristol for M Shed launch 17/6
Accommodation & Meals	17/06/11	13.77	FOOD VILLAGE	Trustees visit to Scotland on 16/6 - breakfast
Subscriptions	17/06/11	66.00	CARDIFF BUSINESS C	Membership fee - Vice President Cardiff Business Club
Subscriptions	17/06/11	48.00	CARDIFF BUSINESS C	Membership fee - Vice President Cardiff Business Club - 2 separate amounts as wrong amount taken
Train & Tube	17/06/11	37.00	FIRST GREATWESTERN	train fare from london to cardiff - return journey british council meeting 20/6
Train & Tube	17/06/11	28.00	FIRST GREATWESTERN	train fare bristol to London - british council meeting 17/6
Train & Tube	23/06/11	37.00	FIRST GREATWESTERN	train fare from cardiff to london - dinner 23/6
Train & Tube	24/06/11	37.00	FIRST GREATWESTERN	train fare from london to cardiff on 28/6 - return journey MA board
Train & Tube	24/06/11	44.00	FIRST GREATWESTERN	train fare from london to cardiff on 27/6 - NMDC meeting on 24/6 - refund to follow as return ticket needed
Train & Tube	24/06/11	77.00	FIRST GREATWESTERN	train fare from london to cardiff on 24/6 - return journey NMDC meeting 24/6
Train & Tube	24/06/11	-34.00	FIRST GREATWESTERN	refund of train fare - london to cardiff on 27/6 - see above
Accommodation & Meals	27/06/11	162.00	CITADINES TRAFALGA	Accommodation - dinner on 23/6 - CHEAPEST RATE TO BE FOUND
Train & Tube	27/06/11	94.50	FIRST GREATWESTERN	train fare from cardiff to london for National Museum art event on 29/6
Accommodation & Meals	30/06/11	14.24	MARKS & SPENCER SSPLTD	refreshments - travel to London for press launch - National Museum of Art 29/6
Train & Tube	30/06/11	28.50	FIRST GREATWESTERN	train fare from London to Cardiff on 30/6 - return journey from meeting
Train & Tube	30/06/11	8.90	THETRAINLINE.COM	train fare from cardiff to swansea return 30/6 for nwms launch
Accommodation & Meals	01/07/11	25.29	HILTON	Refreshments for Breakfast Meeting in Hilton, London 30/6
Train & Tube	14/07/11	98.50	CROSS COUNTRY	Cardiff to Leeds train fare for Welcome to Wakefield meeting 15/7
Train & Tube	14/07/11	43.80	EC MAINLINE CO INT	Leeds to London train fare following Welcome to Wakefield meeting 16/7
Train & Tube	14/07/11	48.40	THETRAINLINE.COM	Cardiff to Wrexham for opening of Museum 18/7

Visa Card Spend 2011-12

Train & Tube	14/07/11	48.40	THETRAINLINE.COM	Wrexham to Cardiff return journey for Wrexham opening 18/7
Train & Tube	14/07/11	113.50	VIRGIN TRAINS.COUK	London to Wrexham train fare - opening of Museum 18/7
Conferences	15/07/11	65.00	EB COLLABORATING TO C	Registration fee Collaborating to Compete 16/9
Train & Tube	15/07/11	73.90	THETRAINLINE.COM	Cardiff to Liverpool train fare for opening of Liverpool Museum 20/7
Train & Tube	15/07/11	58.10	THETRAINLINE.COM	Cardiff to Liverpool train fare for opening of Liverpool Museum 20/7 - refund applied for a return ticket needed
Train & Tube	15/07/11	48.10	THETRAINLINE.COM	Refund for Cardiff to Liverpool train fare see above
Accommodation & Meals	18/07/11	113.21	PARK PLAZA LEEDS	Accommodation/food in Leeds for Hepworth Gallery visit and Wakefield meeting 15/7
Train & Tube	18/07/11	5.00	EC MAINLINE CO SST	Return train from Leeds to Wakefield 15/7
Accommodation & Meals	19/07/11	41.60	MARKS & SPENCER SSPLTD	Lunch and Dinner for visits to on 18 and 19 July to Wrexham and Liverpool
Train & Tube	19/07/11	7.90	ARRIVA TRAINS WALE	train ticke from Wrexham to Liverpool 18/7
Train & Tube	19/07/11	-38.40	THETRAINLINE.COM	Refund of train fare Wrexham to Cardiff 18/7
Accommodation & Meals	21/07/11	7.00	MARKS & SPENCER SSPLTD	Meal return from Museum of Liverpool opening 20/7
Accommodation & Meals	21/07/11	116.67	EXPRESS BY HI	Accommodation in Liverpool 18/7 Museum of Liverpool opening
Train & Tube	21/07/11	37.00	FIRST GREATWESTERN	Cardiff to London train fare MA Board 28/7
Train & Tube	21/07/11	17.00	FIRST GREATWESTERN	Bath Spa University - train fare 23/7
Accommodation & Meals	25/07/11	6.62	WH SMITH	Food - Bath Spa University visit 23/7
Air Travel Europe	26/07/11	108.70	www.flybe.co.uk	Flight from Edinburgh to London return journey NMS Gala 29/7
Train & Tube	26/07/11	56.80	EC MAINLINE CO INT	London to Edinburgh 28/7 NMS Gala Opening
Train & Tube	26/07/11	14.80	THETRAINLINE.COM	Wrexham to Manchester train fare 5/8
Train & Tube	26/07/11	72.00	VIRGIN TRAINS.COUK	Manchester to London return journey 6/8
Accommodation & Meals	29/07/11	9.22	CAMDEN FOOD COMPANY	Refreshments - MA Board 28/7
Accommodation & Meals	01/08/11	94.58	APEX CITY HOTEL	Accommodation in Edinburgh 28/7 for NMS Gala opening
Accommodation & Meals	05/09/11	17.20	FIRST GREATER WESTERN	Coffee x 8 on train to visit Eden Project
Train & Tube	06/09/11	22.00	FIRST GREATWESTERN	Train from Cardiff to London for MA Board 22/9
Train & Tube	06/09/11	37.00	FIRST GREATWESTERN	Train from London to Cardiff returning from MA Board 22/9
Train & Tube	06/09/11	28.50	FIRST GREATWESTERN	Train from Cardiff to London on 6/9 for Art Committee Auction
Train & Tube	06/09/11	20.60	NEW SOUTHERN RAILW	Train from Lewes to London for unveiling of 9/11 sculpture
Accommodation & Meals	07/09/11	139.20	TOWN HALL HOTEL &	Accommodation for Art Committee Auction 6/9
Accommodation & Meals	08/09/11	20.08	MARKS & SPENCER SSPLTD	Snacks - return from Art Committee Auction
Accommodation & Meals	08/09/11	16.88	TOWN HALL HOTEL &	Breakfast at Town Hall Hotel - Art Committee Auction
Train & Tube	14/09/11	56.80	EC MAINLINE CO INT	Train from Edinburgh to London (return journey from Collaborating to Complete event)
Accommodation & Meals	15/09/11	59.10	PARK PLAZA CARDIFF	Meeting re St Fagans 13/9 x 4
Train & Tube	15/09/11	143.00	CROSS COUNTRY	Train fare from Cardiff to Edinburgh for Collaborating to Complete meeting Edinburgh on 15/9
Train & Tube	15/09/11	32.00	FIRST GREATWESTERN	Train from London to Cardiff return following Collaborating to Complete event (DA to pay diff from London)
Accommodation & Meals	16/09/11	20.00	PARK PLAZA CARDIFF	Meal 14/9
Accommodation & Meals	16/09/11	18.43	MARKS & SPENCER SSPLTD	Snacks travel to Edinburgh for Collaborating to Compete event 16/9
Accommodation & Meals	19/09/11	9.58	NATIONAL MUSEUM OF SCO	Lunch - Collaborating to Compete 16/9
Train & Tube	19/09/11	22.00	FIRST GREATWESTERN	Train from London to Cardiff (not used but non-refundable)
Train & Tube	19/09/11	37.00	FIRST GREATWESTERN	Train from London to Cardiff - return journey Art Committee Auction 7/9
Accommodation & Meals	19/09/11	229.17	BARCELO CARLTON	Accommodation for 2 nights Collaborating to Complete meeting 15/16 Sept
Accommodation & Meals	22/09/11	22.88	MARKS & SPENCER SSPLTD	Snacks - onward travel to Edinburgh for Collaboration to Complete event
Train & Tube	22/09/11	103.00	FIRST GREATWESTERN	Train from Cardiff to London return - Art Fund Party
Accommodation & Meals	23/09/11	116.14	HOTEL RAFAYEL	Accommodation on 21/9 for MA Board meeting on 22/9
Train & Tube	23/09/11	14.60	FIRST GTR WESTERN	Train fare from Cardiff to Newport
Train & Tube	26/09/11	26.00	VIRGINTRAINS.CO.UK	Return from Aberystwyth to Cardiff - History of Wales meeting 26/9
Train & Tube	26/09/11	64.20	VIRGINTRAINS.CO.UK	London to Aberystwyth - History of Wales meeting 26/9
Accommodation & Meals	27/09/11	75.00	RICHMOND HOTEL	Accommodation History of Wales meeting 25/9
Accommodation & Meals	28/09/11	0.01	ANA HOTEL	Accommodation Art Fund party 27/9
Accommodation & Meals	28/09/11	68.00	ANA HOTEL	Accommodation Art Fund party 27/9
Train & Tube	29/09/11	101.70	CROSS COUNTRY	Train from Cardiff to Leeds return for NCM Board on 30/9
Train & Tube	29/09/11	50.45	FIRST GREATWESTERN	Train from London to Cardiff return
Accommodation & Meals	30/09/11	19.51	MARKS & SPENCER SSPLTD	Snacks - NCM Board meeting 30/9
Accommodation & Meals	03/10/11	70.83	PARK PLAZA LEEDS	Accommodation for NCM Board meeting on 30/9
Train & Tube	03/10/11	2.80	EC MAINLINE CO SST	Train fare from Leeds to Wakefield 30/9
Train & Tube	03/10/11	4.00	TFL MFM	Underground ticket - Brighton conference
Train & Tube	03/10/11	35.00	ARRIVA TRAINS WALE	Train from London to Brighton for MA Conference 2/10
Train & Tube	03/10/11	29.00	NEW SOUTHERN RAILW	Trin from Brighton to London return from MA conference
Accommodation & Meals	04/08/11	31.36	PARK PLAZA CARDIFF	Lunch with ex-Chair 3/8
Accommodation & Meals	08/08/11	65.00	THE FARNDON	Evening Meal - visit to various Museums (50% to be repaid by DA)
Accommodation & Meals	08/08/11	7.90	CAPITAL CUISINE CATERI	Coffee x 3 In Wrexham Eisteddfod
Accommodation & Meals	08/08/11	3.89	SAINSBURYS SMKT	Snack on 6/8 following trip to Manchester for Museum Visits
Accommodation & Meals	08/08/11	125.00	JURYS MANCHESTER I	Accommodation for Museum visits in Manchester 5/8
Entertaining	22/08/11	27.00	BILLS PRODUCE STOR	Meeting with Brighton Museum
Accommodation & Meals	31/08/11	27.20	MARKS & SPENCER SSPLTD	Meals - visit to Eden Project on 30/8
Train & Tube	07/12/11	4.00	THETRAINLINE.COM	Train fare to Big Pit on 12 December
Entertaining	13/12/11	25.96	PARK PLAZA CARDIFF	Lunch with Vice Chancellor of University of Glamorgan
Entertaining	19/12/11	5.70	PARK PLAZA CARDIFF	Coffee with ex-DG 16 December
Entertaining	20/12/11	50.97	VALENTINOS	Meeting 19 December
Conferences	21/12/11	80.00	EB STATE OF THE ARTS	Conference fee for State of the Arts conference on 13/14 February 2012
Train & Tube	05/10/11	4.00	TFL MFM	Museum's Association Conference return (tube in London)
Accommodation & Meals	05/10/11	61.58	HILTON	MA Conference Brighton room charges
Train & Tube	10/10/11	35.00	ARRIVA TRAINS WALE	Train fare from Cardiff to London - DA TO PAY
Train & Tube	10/10/11	51.83	THETRAINLINE.COM	Train Fare London to Liverpool
Train & Tube	10/10/11	35.83	THETRAINLINE.COM	Train Fare Liverpool to Cardiff
Train & Tube	10/10/11	74.24	THETRAINLINE.COM	Train Fare Liverpool to Cardiff
Accommodation & Meals	12/10/11	13.22	MARKS & SPENCER SSPLTD	Food - conference on Human Rights,Liverpool (return journey)
Accommodation & Meals	12/10/11	26.95	THE SPICE LOUNGE LTD	Evening Meal 10/10 - Conference on Human Rights
Accommodation & Meals	12/10/11	54.17	EXPRESS BY HI	Accommodation on 10/10 for Conference on Human Rights,Liverpool
Accommodation & Meals	13/10/11	179.21	BENMAR PASPT & VISA SR	Refund of this on page 2
Accommodation & Meals	14/10/11	36.00	GUSTO RESTAURANT AND B	Meal Conference on Human Rights Liverpool 12/10/11 (DA to refund £19.60)
Accommodation & Meals	14/10/11	129.17	EXPRESS BY HI	2 nights accommodation for Conference on Human Rights Liverpool 11/12 Oct

Visa Card Spend 2011-12

Accommodation & Meals	14/10/11	-179.21	BENMAR PASPT & VISA SR	Refund - see page 1
Accommodation & Meals	17/10/11	308.47	SHERATON HOTEL	Accommodation and Meals - visit to Stockholm with Minister 14-15 Oct
Accommodation & Meals	17/10/11	3.24	HMS HOST	Coffee - trip to Sweden
Entertaining	18/10/11	62.00	VALENTINOS	Supper with WMC on 17/10
Train & Tube	19/10/11	131.50	FIRST GREATWESTERN	Train fare from Cardiff to London for Esmee Fairbairn Foundation party 19/10
Accommodation & Meals	20/10/11	115.83	HYDE PARK PADDINGT	Accommodation Esmee Fairbairn Foundation party 18/10
Accommodation & Meals	21/10/11	13.05	SAINSBURYS S/MKTS	Food return journey 19/10 Esmee Fairbairn Foundation
Accommodation & Meals	24/10/11	20.00	WAGAMAMA T5 HEATHROW	Food - visit to Hong Kong on 21/10
Train & Tube	24/10/11	94.50	ARRIVA TRAINS WALE	Train fare from Cardiff to London - trip to Hong Kong
Accommodation & Meals	27/10/11	16.49	ZHONG GUO GUO JI HANG	Coffee x 4 at airport - delayed flight to Beijing
Accommodation & Meals	27/10/11	237.56	INTERCONTINENTAL CHON	Accommodation and Meals in China
Accommodation & Meals	31/10/11	551.48	BJ FUWAH JINBAO CTR RE	Accommodation and Meals in China
Train & Tube	31/10/11	37.00	FIRST GTR WESTERN-	Train fare from London to Cardiff following trip to China on 30/10
Train & Tube	03/11/11	6.80	ARRIVA TRAINS WALE	Train fare Cardiff to Merthyr on 1/11 for meeting with CyMAL
Accommodation & Meals	03/11/11	20.98	MARKS & SPENCER SSPLTD	Food - train journey Awards for Visual Arts on 2/11
Train & Tube	04/11/11	35.00	ARRIVA TRAINS WALE	Train fare from Cardiff to London - Award for Visual Arts
Accommodation & Meals	04/11/11	115.62	DURRANTS HOTEL	Hotel accommodation 2 Nov - Award for Visual Arts
Entertaining	04/11/11	80.91	PARK PLAZA CARDIFF	Lunch 3 Nov
Train & Tube	11/11/11	116.20	THETRAINLINE.COM	Train fare from Cardiff to Liverpool return for MA Board on 15 Nov
Accommodation & Meals	15/11/11	27.49	MARKS & SPENCER SSP LTD	Food following Contemporary Art Prize event on 14 Nov
Train & Tube	15/11/11	23.30	NEW SOUTHERN RAILW	Train fare to London for British Pavilion Advisory Panel on 14 Nov
Accommodation & Meals	15/11/11	84.00	MONTCALM HOTEL (LO	Hotel accommodation 14 Nov Contemporary Art Prize
Entertaining	22/11/11	30.64	BELLINI'S ITALIAN CAFE	Lunch on 21 Nov
Train & Tube	24/11/11	131.50	ARRIVA TRAINS WALE	Return train Cardiff to London 23 Nov - Corcoran Gallery of Art meeting (to be reimbursed by Gallery)
Train & Tube	24/11/11	74.00	FIRST GREATWESTERN	Train fare from Cardiff to London return NMDC meeting 25 Nov
Accommodation & Meals	25/11/11	8.71	MARKS & SPENCER SSPLTD	Food - 23 Nov - Corcoran Gallery of Art meeting (to be reimbursed by Gallery)
Accommodation & Meals	25/11/11	40.00	LIGHT OF INDIA RESTAUR	Dinner before NMDC meeting on 25 Nov
Accommodation & Meals	28/11/11	13.57	WAITROSE 230	Breakfast/lunch NMDC meeting 25 Nov
Train & Tube	28/11/11	80.50	FIRST GREATWESTERN	Train fare from London to Cardiff on 30 Nov - return journey Wales in London event
Train & Tube	28/11/11	32.00	FIRST GREATWESTERN	Train fare from Cardiff to London on 29 Nov for Wales in London event
Accommodation & Meals	28/11/11	115.83	RYDGES KENSINGTON LOND	Hotel accommodation on 24 Nov NMDC meeting
Train & Tube	29/11/11	14.50	FIRST GREATWESTERN	Train fare from Cardiff to Swindon 2 Dec - CADW Centenary meeting
Train & Tube	29/11/11	7.20	THETRAINLINE.COM	Train fare from Swansea to Cardiff 1 Dec - return from Jodi Awards
Train & Tube	29/11/11	7.20	THETRAINLINE.COM	Train fare from Cardiff to Swansea 1 Dec - Jodi Awards
Accommodation & Meals	30/11/11	109.00	PARK GRAND PADDING	Hotel accommodation Wales in London event
Train & Tube	02/12/11	60.90	CROSS COUNTRY	Train fare from Leicester to Cardiff - 5 Dec - return from AHRC Museum Ethics Workshop - to be reimbursed
Train & Tube	02/12/11	49.50	EAST MIDLANDS	Train fare London to Leicester 5 Dec - AHRC Museum Ethics Workshop (to be reimbursed)
Train & Tube	02/12/11	22.50	FIRST GREATWESTERN	Train fare from Swindon to London - meeting on 2 Dec
Train & Tube	13/01/12	19.00	THETRAINLINE.COM	Train fare from Cardiff to Bangor return for site visit Llanberis 17 Jan
Train & Tube	13/01/12	4.80	THETRAINLINE.COM	Train fare to Newport return for staff briefing at Caerleon 17 Jan
Accommodation & Meals	18/01/12	6.24	MARKS & SPENCER SSPLTD	Refreshments - visit to NSM on 17 Jan
Train & Tube	18/01/12	72.00	FIRST GREATWESTERN	Train fare Cardiff to London return 19 Jan
Accommodation & Meals	19/01/12	77.45	ABBAYFIELD HOTEL	Meal and Accommodation - site visit to Llanberis 17 Jan
Accommodation & Meals	20/01/12	6.14	MARKS & SPENCER SSPLTD	Evening Refreshments - meeting MA on 20 Jan
Accommodation & Meals	20/01/12	103.50	THE MONTCALM AT THE BR	Accommodation for meeting on 20 Jan
Entertaining	23/01/12	43.81	KITCHEN W8	Lunch 20 Jan
Train & Tube	24/01/12	8.00	THETRAINLINE.COM	Train fare from Carmarthen to Cardiff - return from meeting in Drefach on 25 Jan
Entertaining	09/02/12	118.59	LE MONDE	Dinner with WMC (DA to reimburse £42.55)
Train & Tube	09/02/12	43.70	EC MAINLINE CO INT	Train fare to Leeds for NCM Keeping Coal Alive meeting 13 Feb
Train & Tube	09/02/12	33.50	THETRAINLINE.COM	Train Fare from Manchester to Cardiff - return journey from State of Art Conference 15 Feb
Train & Tube	09/02/12	43.00	THETRAINLINE.COM	Train fare from Cardiff to Lewes - NCM Keeping Coal Alive 13 Feb
Train & Tube	09/02/12	18.10	TPEXPRESS.CO.UK	Train fare Wakefield to Manchester State of the Arts Conference 14 Feb
Accommodation & Meals	13/02/12	5.18	SAINSBURYS S/MKTS	Snacks - Travel to Leeds for NCM Keeping Coal Alive 13 Feb
Accommodation & Meals	14/02/12	53.34	PARK PLAZA LEEDS	Accommodation State of the Arts Conference - night of 12 Feb
Accommodation & Meals	14/02/12	10.85	PARK PLAZA LEEDS	Snacks - travel to State of the Arts Conference
Train & Tube	14/02/12	3.00	NORTHERN RAIL LTD	Train ticket from Wakefield to Leeds 13 Feb State of the Arts Conference
Accommodation & Meals	16/02/12	5.19	MARKS & SPENCER SSPLTD	Snacks - travel from Manchester to Cardiff following State of the Arts reception
Accommodation & Meals	17/02/12	183.00	MACDONALD HOTELS MANCH	Accommodation for State of the Art Conference (DA to reimburse £12.85 personally)
Entertaining	17/02/12	26.92	VALENTINOS	Lunch with new Trustee 16 Feb
Entertaining	21/02/12	95.26	PARK PLAZA CARDIFF	Lunch with Agency for Cultural Affairs plus others 20 Feb
Train & Tube	21/02/12	62.50	FIRST GREATWESTERN	Train fare to London for NMDC Meeting 22/2
Accommodation & Meals	22/02/12	4.55	MARKS & SPENCER SSPLTD	Snacks travel to NMDC meeting 22 Feb
Train & Tube	23/02/12	8.40	TFL MFM	Travelcard - NMDC meeting and meeting 22 Feb
Accommodation & Meals	23/02/12	2.93	LE PAIN QUOTIDIEN	Drink travel to NMDC meeting 22 Feb
Train & Tube	23/02/12	31.00	FIRST GTR WESTERN	Train fare from London to Cardiff following meeting
Accommodation & Meals	24/02/12	35.00	COPTHORNE TARA	Dinner NMDC meeting 22/2
Accommodation & Meals	24/02/12	10.00	COPTHORNE TARA	Breakfast NMDC Meeting 22/2

Total Visa Card Spend

11,372.45

Travel and Subsistence Spend 2011-12

Printing & Stationery	13/2/12	2011/12	01/12-22/01/12 t&s	24.42
Mobile Telephone	29/6/11	2011/12	D Anderson 18.05-02.06.11	40.00
Entertaining	29/6/11	2011/12	D Anderson 1-08.06.11	26.30
Entertaining	9/11/11	2011/12	09/09-17/09/11 t&s	51.00
Entertaining	13/2/12	2011/12	01/12-22/01/12 t&s	32.29
Accommodation & Meals	6/5/11	2011/12	03/03-11/03/11 t&s	31.39
Accommodation & Meals	8/6/11	2011/12	13/03-28/03/11 t&S	15.21
Accommodation & Meals	29/6/11	2011/12	D Anderson 04-19.04.11	107.92
Accommodation & Meals	29/6/11	2011/12	DAnderson 4-17.05.11	79.88
Accommodation & Meals	29/6/11	2011/12	D Anderson 18.05-02.06.11	60.11
Accommodation & Meals	29/6/11	2011/12	D Anderson 1-08.06.11	36.89
Accommodation & Meals	1/7/11	2011/12	D Anderson 30.05-01.06.11	210.00
Accommodation & Meals	14/7/11	2011/12	DAnderson 16-27.06.11	10.25
Accommodation & Meals	3/8/11	2011/12	08/06-30/06/11 t&s	8.80
Accommodation & Meals	3/8/11	2011/12	07/05-05/06/11 t&s	17.50
Accommodation & Meals	3/8/11	2011/12	14/07-20/07/11 T&S	19.19
Accommodation & Meals	24/8/11	2011/12	23/07-29/07/11 t&s	5.69
Accommodation & Meals	28/9/11	2011/12	D Anderson 10-16.08.11	77.19
Accommodation & Meals	28/9/11	2011/12	D Anderson 4-6.08.11	60.72
Accommodation & Meals	3/11/11	2011/12	D Anderson 27-30.09.11	28.30
Accommodation & Meals	3/11/11	2011/12	D Anderson 21-26.09.11	16.82
Accommodation & Meals	3/11/11	2011/12	D Anderson 30.08-07.09.11	27.74
Accommodation & Meals	8/11/11	2011/12	02/10-13/10/11 t&s	21.13
Accommodation & Meals	8/11/11	2011/12	10/10-13/10/11 t&s	32.74
Accommodation & Meals	9/11/11	2011/12	09/09-17/09/11 t&s	33.79
Accommodation & Meals	6/12/11	2011/12	12/10-20/10/11 t&s	22.16
Accommodation & Meals	6/12/11	2011/12	12/10-20/10/11 t&s	-19.60
Accommodation & Meals	6/12/11	2011/12	12/11-12/11/11 t&s	15.38
Accommodation & Meals	6/12/11	2011/12	30/10-31/10/11 t&s	4.93
Accommodation & Meals	6/12/11	2011/12	21/10-29/10/11 t&S	49.42
Accommodation & Meals	9/1/12	2011/12	D Anderson 1-2.11.11	11.65
Accommodation & Meals	2/2/12	2011/12	D Anderson 23-30.11.11	31.56
Accommodation & Meals	2/2/12	2011/12	D Anderson 1-3.12.11	11.21
Accommodation & Meals	2/2/12	2011/12	D Anderson 21.10.11 4-5.12.11	12.94
Accommodation & Meals	13/2/12	2011/12	01/12-22/01/12 t&s	28.80
Bus & Coach Travel	29/6/11	2011/12	D Anderson 18.05-02.06.11	1.00
Train & Tube travel	6/5/11	2011/12	03/03-11/03/11 t&s	10.60
Train & Tube travel	6/5/11	2011/12	Refund Train Fare not taken	-22.00
Train & Tube travel	28/9/11	2011/12	D Anderson 4-6.08.11	-4.50
Train & Tube travel	6/10/11	2011/12	01/09-30/08/11 t&s	115.90
Train & Tube travel	3/11/11	2011/12	D Anderson 27-30.09.11	35.00
Train & Tube travel	3/11/11	2011/12	D Anderson 21-26.09.11	35.00
Train & Tube travel	9/11/11	2011/12	12/08/11 t&s	138.50
Train & Tube travel	9/11/11	2011/12	09/09-17/09/11 t&s	-11.80
Train & Tube travel	6/12/11	2011/12	12/11-12/11/11 t&s	35.00
Train & Tube travel	9/1/12	2011/12	D Anderson 1-2.11.11	35.00
Train & Tube travel	2/2/12	2011/12	D Anderson 23-30.11.11	-35.00
Train & Tube travel	2/2/12	2011/12	D Anderson 21.10.11 4-5.12.11	24.00
T&S UK Allowance	6/5/11	2011/12	03/03-11/03/11 t&s	10.00
T&S UK Allowance	29/6/11	2011/12	D Anderson 04-19.04.11	15.00
T&S UK Allowance	29/6/11	2011/12	D Anderson 21-29.04.11	5.00
T&S UK Allowance	29/6/11	2011/12	DAnderson 4-17.05.11	20.00
T&S UK Allowance	29/6/11	2011/12	D Anderson 18.05-02.06.11	20.00
T&S UK Allowance	29/6/11	2011/12	D Anderson 1-08.06.11	5.00
T&S UK Allowance	14/7/11	2011/12	DAnderson 16-27.06.11	5.00
T&S UK Allowance	3/8/11	2011/12	08/06-30/06/11 t&s	5.00

Travel and Subsistence Spend 2011-12

T&S UK Allowance	3/8/11	2011/12	14/07-20/07/11 T&S	20.00
T&S UK Allowance	24/8/11	2011/12	23/07-29/07/11 t&s	10.00
T&S UK Allowance	28/9/11	2011/12	D Anderson 10-16.08.11	5.00
T&S UK Allowance	28/9/11	2011/12	D Anderson 4-6.08.11	10.00
T&S UK Allowance	3/11/11	2011/12	D Anderson 27-30.09.11	10.00
T&S UK Allowance	3/11/11	2011/12	D Anderson 21-26.09.11	10.00
T&S UK Allowance	3/11/11	2011/12	D Anderson 30.08-07.09.11	10.00
T&S UK Allowance	8/11/11	2011/12	02/10-13/10/11 t&s	20.00
T&S UK Allowance	9/11/11	2011/12	09/09-17/09/11 t&s	10.00
T&S UK Allowance	6/12/11	2011/12	12/10-20/10/11 t&s	5.00
T&S UK Allowance	6/12/11	2011/12	12/11-12/11/11 t&s	10.00
T&S UK Allowance	9/1/12	2011/12	D Anderson 1-2.11.11	5.00
T&S UK Allowance	2/2/12	2011/12	D Anderson 23-30.11.11	10.00
T&S UK Allowance	2/2/12	2011/12	D Anderson 1-3.12.11	5.00
T&S UK Allowance	2/2/12	2011/12	D Anderson 21.10.11 4-5.12.11	5.00
T&S UK Allowance	13/2/12	2011/12	01/12-22/01/12 t&s	15.00
T&S Overseas Allowance	6/12/11	2011/12	12/10-20/10/11 t&s	20.00
T&S Overseas Allowance	6/12/11	2011/12	21/10-29/10/11 t&S	70.00
T&S Taxi	6/5/11	2011/12	03/03-11/03/11 t&s	106.90
T&S Taxi	8/6/11	2011/12	13/03-28/03/11 t&S	46.07
T&S Taxi	29/6/11	2011/12	D Anderson 04-19.04.11	75.50
T&S Taxi	29/6/11	2011/12	D Anderson 21-29.04.11	21.00
T&S Taxi	29/6/11	2011/12	DAnderson 4-17.05.11	59.20
T&S Taxi	29/6/11	2011/12	D Anderson 18.05-02.06.11	38.50
T&S Taxi	29/6/11	2011/12	D Anderson 1-08.06.11	223.00
T&S Taxi	14/7/11	2011/12	DAnderson 16-27.06.11	72.00
T&S Taxi	3/8/11	2011/12	08/06-30/06/11 t&s	53.50
T&S Taxi	3/8/11	2011/12	14/07-20/07/11 T&S	88.30
T&S Taxi	24/8/11	2011/12	23/07-29/07/11 t&s	60.00
T&S Taxi	28/9/11	2011/12	D Anderson 10-16.08.11	36.00
T&S Taxi	28/9/11	2011/12	D Anderson 4-6.08.11	58.00
T&S Taxi	3/11/11	2011/12	D Anderson 27-30.09.11	22.20
T&S Taxi	3/11/11	2011/12	D Anderson 21-26.09.11	56.00
T&S Taxi	3/11/11	2011/12	D Anderson 30.08-07.09.11	46.40
T&S Taxi	8/11/11	2011/12	02/10-13/10/11 t&s	17.50
T&S Taxi	8/11/11	2011/12	10/10-13/10/11 t&s	75.00
T&S Taxi	9/11/11	2011/12	09/09-17/09/11 t&s	30.00
T&S Taxi	6/12/11	2011/12	12/10-20/10/11 t&s	47.50
T&S Taxi	6/12/11	2011/12	12/11-12/11/11 t&s	50.50
T&S Taxi	6/12/11	2011/12	30/10-31/10/11 t&s	17.00
T&S Taxi	6/12/11	2011/12	21/10-29/10/11 t&S	4.14
T&S Taxi	9/1/12	2011/12	D Anderson 1-2.11.11	49.00
T&S Taxi	2/2/12	2011/12	D Anderson 23-30.11.11	80.50
T&S Taxi	2/2/12	2011/12	D Anderson 1-3.12.11	53.00
T&S Taxi	2/2/12	2011/12	D Anderson 21.10.11 4-5.12.11	30.00
T&S Taxi	13/2/12	2011/12	01/12-22/01/12 t&s	74.50
Incidentals	6/12/11	2011/12	21/10-29/10/11 t&S	16.29
Train & Tube travel	3/11/11	2011/12	D Anderson 30.08.11	64.90
Train & Tube travel	3/11/11	2011/12	D Anderson 30.08.11	-32.50

3,575.32

Taxi 2011-12

6/4/11	2011/12	Dragon Taxis	anderson / 17/03	7.20
13/4/11	2011/12	Dragon Taxis	anderson-23/03	5.60
13/4/11	2011/12	Dragon Taxis	anderson-23/03	4.60
13/4/11	2011/12	Dragon Taxis	anderson-25/03	7.00
15/4/11	2011/12	Dragon Taxis	28/03-d anderson	4.40
15/4/11	2011/12	Dragon Taxis	28/03-anderson	5.00
15/4/11	2011/12	Dragon Taxis	29/03-anderson	7.40
15/4/11	2011/12	Dragon Taxis	29/03-anderson	13.00
15/4/11	2011/12	Dragon Taxis	30/03-anderson	16.20
15/4/11	2011/12	Dragon Taxis	anderson 08/03	7.80
15/4/11	2011/12	Dragon Taxis	anderson 08/03	8.00
15/4/11	2011/12	Dragon Taxis	anderson-10/03	5.60
15/4/11	2011/12	Dragon Taxis	31/03-anderson	11.80
15/4/11	2011/12	Dragon Taxis	31/03-anderson	12.00
15/4/11	2011/12	Dragon Taxis	01/04-anderson	5.00
15/4/11	2011/12	Dragon Taxis	anderson 07/03	8.00
15/4/11	2011/12	Dragon Taxis	anderson 07/03	6.40
15/4/11	2011/12	Dragon Taxis	anderson 07/03	6.20
4/5/11	2011/12	Dragon Taxis	DAnderson 04/04	4.20
4/5/11	2011/12	Dragon Taxis	D Anderson 06/04	10.80
4/5/11	2011/12	Dragon Taxis	D Anderson 08/04	4.00
4/5/11	2011/12	Dragon Taxis	D Anderson 09/04	11.80
4/5/11	2011/12	Dragon Taxis	D Anderson 09/04	11.20
17/5/11	2011/12	Dragon Taxis	D Anderson 13/04	3.40
17/5/11	2011/12	Dragon Taxis	D Anderson 13/04	10.60
17/5/11	2011/12	Dragon Taxis	D Anderson 14/04	11.00
17/5/11	2011/12	Dragon Taxis	D Anderson 14/04	10.20
17/5/11	2011/12	Dragon Taxis	D Anderson 10/04	4.80
18/5/11	2011/12	Dragon Taxis	D Anderson 03/05	9.60
18/5/11	2011/12	Dragon Taxis	DAnderson 04/05	10.80
18/5/11	2011/12	Dragon Taxis	D Anderson 04/05	10.80
18/5/11	2011/12	Dragon Taxis	D Anderson 07/05	24.20
18/5/11	2011/12	Dragon Taxis	D Anderson 03/05	6.80
18/5/11	2011/12	Dragon Taxis	D Anderson 03/05	11.80
31/5/11	2011/12	Dragon Taxis	D Anderson 13/05	11.80
31/5/11	2011/12	Dragon Taxis	D Anderson 09/05	26.00
31/5/11	2011/12	Dragon Taxis	D Anderson 12/05/	14.60
16/6/11	2011/12	Dragon Taxis	D Anderson 30/05	9.60
28/6/11	2011/12	Dragon Taxis	D Anderson 08.06	11.80
28/6/11	2011/12	Dragon Taxis	D Anderson 10.06	11.60
28/6/11	2011/12	Dragon Taxis	D Anderson 10.06	16.40
28/6/11	2011/12	Dragon Taxis	D Anderson 10.06	6.60
28/6/11	2011/12	Dragon Taxis	D Anderson 25.05	4.80
28/6/11	2011/12	Dragon Taxis	D Anderson 06.06	4.80
28/6/11	2011/12	Dragon Taxis	D Anderson 08.06	7.80
28/6/11	2011/12	Dragon Taxis	D Anderson 08.06	3.40
7/7/11	2011/12	Dragon Taxis	16/06-anderson	25.20
7/7/11	2011/12	Dragon Taxis	17/06-anderson	8.20
13/7/11	2011/12	Dragon Taxis	D Anderson 23.06	10.20
13/7/11	2011/12	Dragon Taxis	D Anderson 23.06	13.20
19/7/11	2011/12	Dragon Taxis	06/07-anderson	6.40
19/7/11	2011/12	Dragon Taxis	08/07-anderson	10.60
21/7/11	2011/12	Dragon Taxis	30/06-anderson	12.80
21/7/11	2011/12	Dragon Taxis	30/06-anderson	11.60
21/7/11	2011/12	Dragon Taxis	28/06-anderson	3.00
21/7/11	2011/12	Dragon Taxis	29/06-anderson	5.20

Taxi 2011-12

16/8/11	2011/12	Dragon Taxis	D Anderson	4.20
16/8/11	2011/12	Dragon Taxis	D Anderson 23.07	3.60
16/8/11	2011/12	Dragon Taxis	D Anderson 14.07	6.80
16/8/11	2011/12	Dragon Taxis	D Anderson 04.08	4.20
26/8/11	2011/12	Dragon Taxis	D Anderson 11.08	13.05
26/8/11	2011/12	Dragon Taxis	D Anderson 11.08	16.80
20/9/11	2011/12	Dragon Taxis	Anderson/18/08	12.00
20/9/11	2011/12	Dragon Taxis	Anderson/18/08	11.80
21/9/11	2011/12	Dragon Taxis	Anderson 01/09	10.40
28/9/11	2011/12	Dragon Taxis	D Anderson 08/09	5.40
28/9/11	2011/12	Dragon Taxis	D Anderson 10.09	11.80
28/9/11	2011/12	Dragon Taxis	D Anderson 07.09	12.10
30/9/11	2011/12	Dragon Taxis	D Anderson 15.09	4.40
4/10/11	2011/12	Dragon Taxis	Anderson 19/09	7.20
4/10/11	2011/12	Dragon Taxis	Anderson 21/09	7.40
4/10/11	2011/12	Dragon Taxis	Anderson 19/09	7.80
12/10/11	2011/12	Dragon Taxis	D Anderson 29.09	3.40
12/10/11	2011/12	Dragon Taxis	D Anderson 29.09	11.40
12/10/11	2011/12	Dragon Taxis	D Anderson 26.09	4.00
12/10/11	2011/12	Dragon Taxis	D Anderson 27.09	5.60
12/10/11	2011/12	Dragon Taxis	D Anderson 28.09	15.60
12/10/11	2011/12	Dragon Taxis	D Anderson 28.09	13.80
1/11/11	2011/12	Dragon Taxis	D Anderson 11.10	10.20
1/11/11	2011/12	Dragon Taxis	D Anderson 13.10	3.40
1/11/11	2011/12	Dragon Taxis	D Anderson 13.10	6.60
1/11/11	2011/12	Dragon Taxis	D Anderson 14.10	15.40
3/11/11	2011/12	Dragon Taxis	D Anderson 20/10	6.00
3/11/11	2011/12	Dragon Taxis	D Anderson 20/10	3.00
3/11/11	2011/12	Dragon Taxis	D Anderson 20/10	5.00
3/11/11	2011/12	Dragon Taxis	D Anderson 21/10	3.40
3/11/11	2011/12	Dragon Taxis	D Anderson 17/10	9.20
3/11/11	2011/12	Dragon Taxis	D Anderson 17/10	7.20
3/11/11	2011/12	Dragon Taxis	D Anderson 19/10	7.40
3/11/11	2011/12	Dragon Taxis	D Anderson 19/10	16.40
3/11/11	2011/12	Dragon Taxis	D Anderson 19/10	4.80
1/12/11	2011/12	Dragon Taxis	D Anderson 02.11	4.60
1/12/11	2011/12	Dragon Taxis	D Anderson 03.11	5.00
1/12/11	2011/12	Dragon Taxis	D Anderson 03.11	4.00
1/12/11	2011/12	Dragon Taxis	12/11-anderson	10.40
1/12/11	2011/12	Dragon Taxis	D Anderson 31.10	8.00
1/12/11	2011/12	Dragon Taxis	D Anderson 01.11.11	4.40
9/1/12	2011/12	Dragon Taxis	D anderson 23.11	4.20
9/1/12	2011/12	Dragon Taxis	D Anderson 24.11	4.60
10/1/12	2011/12	Dragon Taxis	D Anderson 29/11	6.00
10/1/12	2011/12	Dragon Taxis	D Anderson 30/11	7.80
10/1/12	2011/12	Dragon Taxis	D Anderson 30/11	7.20
10/1/12	2011/12	Dragon Taxis	D Anderson 01.12	4.80
10/1/12	2011/12	Dragon Taxis	D Anderson 02.12	4.80
11/1/12	2011/12	Dragon Taxis	D Anderson 15/11	4.80
25/1/12	2011/12	Dragon Taxis	14/12-Anderson	18.40
25/1/12	2011/12	Dragon Taxis	14/12-Anderson	12.10
25/1/12	2011/12	Dragon Taxis	15/12-Anderson	6.60
25/1/12	2011/12	Dragon Taxis	16/12-Anderson	12.10
25/1/12	2011/12	Dragon Taxis	16/12-Anderson	13.30
8/2/12	2011/12	Dragon Taxis	D Anderson 19.01	12.10
8/2/12	2011/12	Dragon Taxis	D Anderson 19.01	6.20

Taxi 2011-12

8/2/12	2011/12	Dragon Taxis	D Anderson 17.01	5.00
8/2/12	2011/12	Dragon Taxis	D Anderson 17.01	4.60
8/2/12	2011/12	Dragon Taxis	D Anderson 18.01	4.80
13/2/12	2011/12	Dragon Taxis	24/01-Anderson	6.20
13/2/12	2011/12	Dragon Taxis	25/01-Anderson	14.80
13/2/12	2011/12	Dragon Taxis	26/01-Anderson	6.60
13/2/12	2011/12	Dragon Taxis	26/01-Anderson	8.20
14/2/12	2011/12	Dragon Taxis	01/02-Anderson	12.60
14/2/12	2011/12	Dragon Taxis	01/02-Anderson	12.10
14/2/12	2011/12	Dragon Taxis	01/02-Anderson	10.00
6/3/12	2011/12	Dragon Taxis	15.02 D Anderson	13.00
7/3/12	2011/12	Dragon Taxis	D Anderson 20.02	5.60
7/3/12	2011/12	Dragon Taxis	D Anderson 21.02	4.80
15/3/12	2011/12	Dragon Taxis	29/02-Anderson	4.80
21/3/12	2011/12	Dragon Taxis	D Anderson 06/03	9.80
21/3/12	2011/12	Dragon Taxis	D Anderson 07.03	6.80
28/9/11	2011/12	Dragon Taxis	D Anderson 06/09	5.00

Total Taxi

1,119.65

**Appendix B1 – Travel and Subsistence
claims for 2012 - 13**

2012-13 Travel and Subsistence Expenditure

Subjective	Title	Nominal	Value
EOP	Hire Car Fuel	R0504017	0
EOP	Accommodation & Meals	R0504019	6328.49
EOP	Travel & Subsistence	R0504020	191.26
EOP	Bus and Coach Travel	R0504021	4
EOP	Train and Tube Travel	R0504022	4061.64
EOP	Air Travel Europe	R0504023	1478.3
EOP	Air Travel Non Europe	R0504024	3520
EOP	T&S UK Allowance	R0504029	205
EOP	T & S Overseas	R0504030	1674.85
EOP	T & S Car Hire	R0504050	33.83
EOP	T & S Taxi	R0504060	2145.57
ISGI	(Towards) Other Op Costs	R0507120	-4331.09
Grand Summaries			
			15311.85

Accommodation and Meals 2012-13

28/03/2013	98.1	VISA,Overnight accommodation -
28/03/2013	38.01	VISA,Evening meal - PV Serpent
28/03/2013	49	VISA,Overnight accommodation i
28/03/2013	72.35	VISA,Visa card expenditure
28/03/2013	45	VISA,Food, Cardiff
28/03/2013	105.06	VISA,stay to attend MA Board
28/03/2013	10.91	VISA,Lunch - MA Board
28/03/2013	24	VISA,Breakfast meeting , Londo
28/03/2013	23.9	VISA,Evening Meal - Classic FM
28/03/2013	15.63	VISA,Food, CDF 3.30PM - travel
28/03/2013	7.75	VISA,Business Refreshments wit
28/03/2013	11.7	VISA,Lunch - all In This Toget
28/03/2013	20.82	VISA,Evening Meal - NCM Board
28/03/2013	69	VISA,staqy to attend NCM Board
28/03/2013	3	VISA,Drink on train to London
28/03/2013	11.29	VISA,Lunch - Travel to London
28/03/2013	99.2	VISA,Hotel Accom - Turner Pri
28/03/2013	13.62	VISA,Evening Meal - Turner Pri
28/03/2013	7.9	VISA,Business Refreshments 21
28/03/2013	46	VISA,Entertaining following AM
28/03/2013	20	VISA,Evening Meal, Belfast Con
28/03/2013	65	VISA,Hotel Belfast - Conferenc
28/03/2013	10.4	VISA,Subsistence, Belfast
28/03/2013	14.97	VISA,Subsistence, Belfast
28/03/2013	8.38	VISA,Subsistence, Travel to Lo
28/03/2013	42	VISA,Entertaining, Lunch
28/03/2013	12.65	VISA,Business Lunch
28/03/2013	139	VISA,Overnight Accommodatn Lon
28/03/2013	7.74	VISA,Refreshments, Return to C
28/03/2013	12.95	VISA,Breakfast
28/03/2013	22.9	VISA,Evening Meal, London AHRC
28/03/2013	9	VISA,Refreshments, WMC, CC Ski
28/03/2013	36.3	VISA,Meeting With Trustees
28/03/2013	63.48	VISA,Hotel, Japan
28/03/2013	11.28	VISA,Subsistence, Travel to Lo
28/03/2013	16.15	VISA,Refreshmts in Airport enr
28/03/2013	6.26	VISA,Food in Japan
28/03/2013	7.95	VISA,Food in Dubai
28/03/2013	7.97	VISA,Food in Japan
28/03/2013	15.57	VISA,Subs enroute Home from Ja
28/03/2013	12.18	VISA,Food 4AM - Dubai
28/03/2013	9.36	VISA,Refreshments, Meeting Min
28/03/2013	25.1	VISA,Evening Meal, MA Conferen
28/03/2013	210	VISA,2 Nights, Hotel Edinburgh
28/03/2013	11.45	VISA,Business Refreshmts, Rosi
28/03/2013	22	VISA,Lunch
28/03/2013	8.23	VISA,Refreshments Evening, Fli
28/03/2013	9.53	VISA,Refreshments 10AM CDF, MA
28/03/2013	8.22	VISA,Refreshments Oxford, MA B
28/03/2013	8.9	VISA,Business Refreshmts LDN,
28/03/2013	17.49	VISA,Refreshments, London - Di
28/03/2013	84.55	VISA,Hotel accommodation - Min
28/03/2013	3	VISA,Internet - Budapest

Accommodation and Meals 2012-13

28/03/2013	147	VISA,3 x nights accommodation
28/03/2013	20.19	VISA,Visa card expenditure
28/03/2013	72.92	VISA,Overnight accommodation -
28/03/2013	149.01	VISA,Overnight accommodation -
28/03/2013	3.5	VISA,Visa card expenditure
13/03/2013	63.25	25/10-28/11/13 t&s
13/03/2013	4.7	01/12-07/12/13 t&s
11/03/2013	4.39	08/02-26/02/13 T&S
11/03/2013	37.89	23/01-30/01/13 t&s
11/03/2013	29.66	10/01-21/01/13 t&s
11/03/2013	120.29	11/12-14/12/12 t&s
28/02/2013	-176	VISA,Refund from being charged
28/02/2013	7.29	VISA,Food at MA conference
28/02/2013	176	VISA,Double charge - refunded
28/02/2013	176	VISA,Accommodation for MA conf
19/02/2013	136.55	21/11-26/11/12 t&s
03/02/2013	86.01	11/09-28/09/12 t&s
27/09/2012	11.5	VISA,Food, attending launch wi
27/09/2012	42.38	VISA,Meeting re Development Di
27/09/2012	39.06	VISA,Meeting
27/09/2012	18.13	VISA,Food, travelling to Edinb
27/09/2012	21.08	VISA,Meeting re Development Di
25/09/2012	12.16	VISA,Snacks - visit to Oxford
25/09/2012	3.58	VISA,Breakfast meeting with CI
19/09/2012	25.86	08/08-12/08/12 t&s
18/09/2012	3.29	12/08-20/08/12
18/09/2012	24.09	12/08-20/08/12
13/09/2012	158.33	VISA,Accommodation for Howard
12/09/2012	22.05	23.07-07.08.12
28/08/2012	53.52	03/02-12/02/12 t&s
28/08/2012	47.62	16/03-22/03/12 t&s
28/08/2012	2.13	04/04-05/04/12 t&s
28/08/2012	46.66	25/03-26/03/12 t&s
28/08/2012	150	Reimbursement of Hotel
28/08/2012	90.5	Accommodation and meal 6/3 His
28/08/2012	5.25	Refreshments 13/3 -MA Visit
28/08/2012	19.33	Food for staff working late on
28/08/2012	27.37	15/3 Supper Science for Wales
28/08/2012	108.75	Deposit for accommodation at H
28/08/2012	13.92	Refreshments 21/3 - MA Board
28/08/2012	132.5	21/3 Accommodation MA Board
28/08/2012	4.27	Coffee LEM Conference 22/3
28/08/2012	14	25/3 Refreshments Story of Wal
28/08/2012	51.66	25/3 Accommodation HEG Horizon
28/08/2012	31.4	Supper after MA Conference 27/
28/08/2012	5.6	Coffee/snack - return journey
28/08/2012	8.25	lunch 28/3 - return from MA Co
28/08/2012	158.58	Accommodation for 2 nights 26/
28/08/2012	204.1	Lunch for HLF Review Meeting 3
28/08/2012	17.45	Evening meal following Museum
28/08/2012	57.5	Accommodation on 4 April follo
28/08/2012	4.15	Snack for breakfast on 4 April
28/08/2012	11.4	Snack following Museum at Nigh

Accommodation and Meals 2012-13

28/08/2012	10	Breakfast on 18 April followin
28/08/2012	161.28	Accommodation on 17 April for
28/08/2012	5.45	Snack prior to flight to China
28/08/2012	125	Hotel Accommodation for Museum
28/08/2012	8.44	Snack - travel to London for M
28/08/2012	9.21	Breakfast for journey to NSM f
28/08/2012	125	Hotel Accommodation MA Board o
28/08/2012	5.05	Coffee
10/08/2012	144.33	09/07-19/07/12 t&s
10/08/2012	-65	09/07-19/07/12 t&s
30/07/2012	1.2	VISA,Meeting
30/07/2012	4.4	VISA,Meeting
30/07/2012	3.07	VISA,Snack - travelling from H
30/07/2012	362.5	VISA,Accommodation for Hay Fes
30/07/2012	9	VISA,Meeting with Odgers 11 Ju
30/07/2012	16.04	VISA,Food 11 June MA Conferenc
30/07/2012	61.66	VISA,Accommodation for MA Conf
30/07/2012	123.64	VISA,Accommodation NMDC meetin
30/07/2012	10.5	VISA,Coffee x 4 - Holborne Mus
30/07/2012	144	VISA,Cardiff Business Club
30/07/2012	146.25	VISA,Accommodation - Art Fund
30/07/2012	7.8	VISA,Snack on 26 June NMDC mee
30/07/2012	84.5	VISA,Train fare from Cardiff t
30/07/2012	9.05	VISA,Meeting with
30/07/2012	18.34	VISA,Food - 27 June following
30/07/2012	11.2	VISA,Breakfast meeting on 27 J
30/07/2012	3.2	VISA,Coffee 26 June NMDC meeti
27/07/2012	191.19	20/07-24/07/12 t&s
11/07/2012	17.92	D Anderson 13-27.06.12
15/06/2012	41.51	03-07-08/06/12 t&s
15/06/2012	50	24/05-03/06-07/06/12
15/06/2012	8.23	17/04/12-30/05/12 t&s
31/05/2012	11.82	17-19.04.12
31/05/2012	19.97	D Anderson 13-24.05.12
31/05/2012	4.47	D Anderson 19-30.04.12
Total Accommodation & Meals	6,328.49	

T&S 2012-13

Date	Value	Description
28/03/2013	12.5	VISA,subsistence - meet
28/03/2013	11.74	VISA,Subsistence - PV Serpenti
28/03/2013	2.05	VISA,Subsistence on train to B
28/03/2013	6.15	VISA,Subsistence visit to Birm
28/03/2013	25.8	VISA,Lunch prior to leaving Ga
28/03/2013	9.99	VISA,European adaptor
28/03/2013	17.5	VISA,Refreshments - Budapest
28/03/2013	7.05	VISA,Subsistence - London - me
28/03/2013	20.58	VISA,Evening meal following Ki
28/03/2013	11.51	VISA,Subsistence upon return f
28/03/2013	3.1	VISA,subsistence - en route to
28/03/2013	51.94	VISA,Visa card expenditure
28/03/2013	4	VISA,Subsistence en route to L
28/03/2013	7.35	VISA,subsistence - travel to L
Total T&S	191.26	

Train Tube 2012-13

Date	Value	Description
28/03/2013	78.8	VISA, Meeting
28/03/2013	45.66	VISA, Train to London - PV Serp
28/03/2013	35.24	VISA, Train from Birmingham to
28/03/2013	24.56	VISA, London to Cardiff followi
28/03/2013	37.7	VISA, Train Aberystwyth to Lond
28/03/2013	13.15	VISA, Train to London on 20 Mar
28/03/2013	56.34	VISA, Return ticket to London 2
28/03/2013	8	VISA, travel re staff briefing
28/03/2013	38	VISA, travel to London re NIACE
28/03/2013	25.75	VISA, travel to London re MA Bo
28/03/2013	17.8	VISA, Train travel to Leeds, NC
28/03/2013	20.15	VISA, travel to Museum from Lew
28/03/2013	29.5	VISA, travel to London to atten
28/03/2013	39	VISA, travel to Cardiff after m
28/03/2013	26.5	VISA, travel to London for Turn
28/03/2013	57	VISA, travel to Lewes after NCM
28/03/2013	22.5	VISA, travel Lewes to Cardiff
28/03/2013	77.5	VISA, travel to Cardiff after a
28/03/2013	37.5	VISA, Train to meet Mark Taylor
28/03/2013	11.2	VISA, Train back to cardiff
28/03/2013	77	VISA, Train
28/03/2013	7	VISA, Train to Merthyr
28/03/2013	24.65	VISA, Train
28/03/2013	13.2	VISA, Train To Shropshire, MA B
28/03/2013	10.55	VISA, Train To Shropshire, MA B
28/03/2013	29.5	VISA, Train To Shropshire, MA B
28/03/2013	25.4	VISA, Train
28/03/2013	7	VISA, Train
28/03/2013	50.8	VISA, Train
28/03/2013	70.15	VISA, Train to London - NMDC
28/03/2013	23.95	VISA, Train back to cardiff
28/03/2013	4.6	VISA, Train
28/03/2013	49.5	VISA, Train Cardiff to Gatwick
28/03/2013	70.88	VISA, Return train to London -
28/03/2013	5.9	VISA, Visa card expenditure
28/03/2013	20.14	VISA, Travel to London - Kids i
28/03/2013	21.17	VISA, Return to Cardiff followi
28/03/2013	12.35	VISA, Visa card expenditure
28/03/2013	5.2	VISA, Train to Port Talbot - WI
28/03/2013	46.55	VISA, Return ticket - train to
28/03/2013	52.8	VISA, Train to London - meeting
28/03/2013	9.5	VISA, Visa card expenditure
13/03/2013	81.6	25/10-28/11/13 t&s
11/03/2013	89.1	29/11/12 T&s
11/03/2013	9.9	08/02-26/02/13 T&S

Train Tube 2012-13

11/03/2013	18	23/01-30/01/13 t&s
28/02/2013	84.2	VISA,Train travel to Regenerat
19/02/2013	19	08/08-20/08/12 t&s
19/02/2013	8	12/09-28/09/12 t&s
19/02/2013	3	12/09-28/09/12 t&s
19/02/2013	175.45	01/10-18/10/12 t&s
19/02/2013	163.6	05/11-26/11/12 T&S
18/12/2012	-66	VISA,Llanberis World Heritage
18/12/2012	-159.1	VISA,Travel to London for NMDC
18/12/2012	-3.8	VISA,Travel to Cardiff to catc
30/11/2012	159.1	VISA,Travel to London for NMDC
30/11/2012	3.8	VISA,Travel to Cardiff to catc
28/11/2012	66	VISA,Llanberis World Heritage
27/09/2012	5	VISA,train fare to Maes
27/09/2012	6.1	VISA,Train to Llantwit for mee
27/09/2012	39.9	VISA,Return train fare from Le
27/09/2012	4.1	VISA,train to Cardiff followin
27/09/2012	15.9	VISA,Rail fare to attend meeti
27/09/2012	40	VISA,Rail fare to attend meeti
27/09/2012	-189	VISA,Refund for unused rail ti
27/09/2012	11.4	VISA,Rail ticket for Internati
25/09/2012	8.2	VISA,Train fare to Oxford for
25/09/2012	84.5	VISA,Train from Cardiff to Lon
25/09/2012	19	VISA,Train from Chester to Ban
25/09/2012	36	VISA,Train from Bangor to Card
25/09/2012	49	VISA,Train fare from London to
25/09/2012	57.5	VISA,Train from London to Edin
25/09/2012	12.5	VISA,Train fare from Cardiff t
19/09/2012	35.7	08/08-12/08/12 t&s
18/09/2012	50.5	12/08-20/08/12
18/09/2012	-10	12/08-20/08/12
12/09/2012	-32.6	23.07-07.08.12
31/08/2012	91.5	VISA,Train ticket to VSG meeti
31/08/2012	93	VISA,VSG committee meeting - e
28/08/2012	2.8	03/02-12/02/12 t&s
28/08/2012	19.3	Reimbursement of train fare
28/08/2012	-5	16/03-22/03/12 t&s
28/08/2012	52.5	27/04/12 t&s
28/08/2012	46.5	04/04-05/04/12 t&s
28/08/2012	19	Train fare from Cardiff to Abe
28/08/2012	39	Train fare from Cardiff to Lon
28/08/2012	154	Return rail fare from Edinburg
28/08/2012	41	Rai fare from Lewes to Swansea
28/08/2012	21	Rail fare from Hereford to Lla
28/08/2012	29.5	Rail fare from Swansea to Here
28/08/2012	100	Rail fare from Llandudno to Ed
28/08/2012	4.3	NO RECEIPT - tube from London

Train Tube 2012-13

28/08/2012	4.3	NO RECEIPT - tube - 22/3 LEM C
28/08/2012	21.9	Train fare from London to Gatw
28/08/2012	32.35	Train fare 4/4 Cardiff to Birm
28/08/2012	22.5	Train fare Cardiff to London 1
28/08/2012	17.35	Train fare from Cardiff to Bir
28/08/2012	24.3	Train fare from Wrexham to Bir
28/08/2012	36.5	Train fare from London to Wrex
28/08/2012	5.3	Underground fee to Heathrow fo
28/08/2012	48.5	Train fare from Cardiff to Lon
28/08/2012	86.5	Train fare from London to Bang
28/08/2012	135.5	Train fare from Cardiff to Gla
28/08/2012	39	Train fare to London for Museu
28/08/2012	7.8	Train fare to Swansea for meet
28/08/2012	39	Rail fare from London to Cardi
10/08/2012	78.4	09/12/11 t&s
10/08/2012	4	09/07-19/07/12 t&s
30/07/2012	44.8	VISA,Return train fare from Ca
30/07/2012	36	VISA,Rail fare from Hereford t
30/07/2012	32.6	VISA,Rail fare from London to
30/07/2012	39	VISA,Return train fare from Lo
30/07/2012	26.5	VISA,Return train fare from Lo
30/07/2012	24	VISA,Train fare - meeting with
30/07/2012	10	VISA,Return rail fare from Bat
30/07/2012	10	VISA,Train fare from Gatwick t
30/07/2012	199	VISA,Train fare from Cardiff t
30/07/2012	57	VISA,Train fare from Cardiff t
11/07/2012	20.9	D Anderson 13-27.06.12
15/06/2012	9.05	03-07-08/06/12 t&s
31/05/2012	6	D Anderson 13-24.05.12
Total Train & Tube	4,061.64	

Air Travel Europe 2012-13

Date	Value	Description
28/03/2013	-30	VISA, Flight Refund
28/03/2013	67.44	VISA, travel from Belfast to Br
28/03/2013	123.24	VISA, travel to Belfast re Chil
28/03/2013	49.99	VISA, travel to Edinburgh for M
28/03/2013	2	VISA, Flight - Insurance
28/03/2013	69.02	VISA, Flight
28/03/2013	21.49	VISA, Flight
28/03/2013	78.31	VISA, Flight
28/03/2013	112.99	VISA, Flight
28/03/2013	112.99	VISA, Flight to Dublin 16 Nov
28/03/2013	64.69	VISA, Flight from Dublin 17 Nov
28/03/2013	12	VISA, Baggage payment - flight
28/03/2013	187.56	VISA, Flight to Budapest - 12 D
28/03/2013	202.38	VISA, Visa card expenditure
28/03/2013	5	VISA, Visa card expenditure
18/12/2012	-100.99	VISA, Flight to MA conference i
27/11/2012	100.99	VISA, Flight to MA conference i
25/09/2012	63.02	VISA, Return flight from Edinbu
28/08/2012	10	Baggage fee - LEM Conference D
28/08/2012	267.98	Return Flight from London to D
28/08/2012	58.2	Return Flight from Glasgow to
Total Air Travel Europe	1,478.30	

Air Travel non-Europe

Date	Value	Description
31/05/2012	30	D Anderson 19-30.04.12
04/04/2012	3490	Air fare D Anderson China
Total Air Travel non-Europe	3,520.00	

UK Allowance 2012-13

Date	Value	Description
19/09/2012	15	08/08-12/08/12 t&s
28/08/2012	20	03/02-12/02/12 t&s
28/08/2012	15	16/03-22/03/12 t&s
28/08/2012	5	04/04-05/04/12 t&s
28/08/2012	15	25/03-26/03/12 t&s
14/08/2012	-10	28-30.03.12
10/08/2012	5	09/07-19/07/12 t&s
27/07/2012	5	20/07-24/07/12 t&s
11/07/2012	10	D Anderson 13-27.06.12
15/06/2012	15	24/05-03/06-07/06/12
15/06/2012	10	17/04/12-30/05/12 t&s
31/05/2012	10	17-19.04.12
31/05/2012	10	D Anderson 13-24.05.12
31/05/2012	70	D Anderson 19-30.04.12
15/05/2012	10	28-30.03.12
Total UK Allowance	205.00	

Overseas 2012-13

Date	Value	Description
11/03/2013	157.09	08/02-26/02/13 T&S
28/02/2013	189	Visa/passport services
21/02/2013	1320.5	Flights to China
31/05/2012	8.26	D Anderson 19-30.04.12
Total Overseas	1,674.85	

Taxis 2012-13

Date	Value	Description
28/03/2013	5	VISA, Taxi from Airport, Belfas
28/03/2013	8.5	VISA, Taxi to Airport
13/03/2013	6	01/12-07/12/13 t&s
11/03/2013	22	08/02-26/02/13 T&S
11/03/2013	49	23/01-30/01/13 t&s
11/03/2013	31	10/01-21/01/13 t&s
11/03/2013	15	11/12-14/12/12 t&s
23/02/2013	11.3	20/02/13-david
23/02/2013	5	21/02/13-david
19/02/2013	85.5	21/11-26/11/12 t&s
16/02/2013	11.4	D Anderson 15.02.13
09/02/2013	12.1	d Anderson 04.02.13
09/02/2013	7.2	D Anderson 07.02.13
26/01/2013	7.6	21/01-package
26/01/2013	7.2	22/01-david
26/01/2013	3.6	23/01-anderson
26/01/2013	4.6	23/01-anderson
23/01/2013	4.2	06/11/12-david
23/01/2013	6.4	06/11/12-david
23/01/2013	8.2	11/07-David
23/01/2013	8	11/07-David
23/01/2013	8.2	11/07-David
23/01/2013	80	16/11-anderson
23/01/2013	4	19/11-anderson
23/01/2013	5.8	21/11-anderson
23/01/2013	6.6	26/11-anderson
23/01/2013	4	D Anderson 02/10
23/01/2013	6.2	D Anderson 04/09
23/01/2013	8.6	D Anderson 05/10
23/01/2013	6.2	D Anderson 08.08
23/01/2013	3.4	D Anderson 08.08
23/01/2013	12.1	D Anderson 10/09
23/01/2013	3.8	D Anderson 11.10
23/01/2013	11.8	D Anderson 12/09
23/01/2013	15.8	D Anderson 13/09
23/01/2013	3.8	D Anderson 13/09
23/01/2013	3	D Anderson 14/09
23/01/2013	13.4	D Anderson 14/09
23/01/2013	11	D Anderson 14/09
23/01/2013	5.8	D Anderson 15/10
23/01/2013	8.8	D Anderson 24.07
23/01/2013	5.8	D Anderson 24.07
23/01/2013	6	D Anderson 25.09
23/01/2013	7	D Anderson 26.07
23/01/2013	7	D Anderson 26.09
23/01/2013	3.6	david 19/10

Taxis 2012-13

23/01/2013	14.2	DAVID 23/10
23/01/2013	6.8	david 23/10
23/01/2013	6.2	david 24/10
23/01/2013	5	david 24/10
23/01/2013	5.2	david 24/10
23/01/2013	4.2	david 25/10
23/01/2013	4.7	david 25/10
23/01/2013	5.8	David-03/12/12
23/01/2013	6	David-03/12/12
23/01/2013	6.4	David-06/12/12
12/01/2013	9.6	D Anderson 07.01.13
22/12/2012	8	D Anderson 17.12.12
22/12/2012	4.2	D Anderson 18.12.12
17/12/2012	8.4	package-06/12/12
15/12/2012	15.2	Alias 13.12.12
01/12/2012	7.6	27/11-anderson
24/11/2012	9.2	12/11-david
24/11/2012	12.1	13/11-anderson
24/11/2012	14.6	13/11-anderson
10/11/2012	4.8	05/11/12-david
10/11/2012	4	06/11/12-david
10/11/2012	6.4	06/11/12-david
10/11/2012	11.2	07/11/12-david
27/10/2012	3.4	david 22/10
27/10/2012	10.8	david 22/10
27/10/2012	7.6	david 22/10
27/10/2012	6.8	david 23/10
20/10/2012	10.2	david/17/10/12
13/10/2012	4.8	D Anderson 11.10
06/10/2012	5	D Anderson 01/10
06/10/2012	5.2	D Anderson 02/10/12
29/09/2012	5	D Anderson 24.09
29/09/2012	8.2	D Anderson 24.09
29/09/2012	7.8	D Anderson 25.09
29/09/2012	7.2	D Anderson 25.09
29/09/2012	8.2	D Anderson 25.09
29/09/2012	6.2	D Anderson 26.09
29/09/2012	5	D Anderson 26.09
29/09/2012	5.6	D Anderson 27.09
29/09/2012	13.8	D Anderson 27.09
19/09/2012	10.5	08/08-12/08/12 t&s
18/09/2012	35	12/08-20/08/12
12/09/2012	30	23.07-07.08.12
08/09/2012	2.6	D Anderson 07/09
31/08/2012	7.2	16-Mar
31/08/2012	4.4	04/04-Andeson
31/08/2012	5	17-May

Taxis 2012-13

31/08/2012	12.1	01/06/2012
31/08/2012	17.6	01/06/12
31/08/2012	11.6	18/06-andeson
31/08/2012	7	04/07
28/08/2012	8.4	anderson-13/03
28/08/2012	4.6	D Anderson 21.03
28/08/2012	10	D Anderson 30.03
28/08/2012	5.8	D Anderson 30.03
28/08/2012	5.4	D Anderson 29.03
28/08/2012	5.8	D Anderson 29.03
28/08/2012	7.4	03/04-David
28/08/2012	6.4	03/04-david
28/08/2012	78	03/02-12/02/12 t&s
28/08/2012	58.07	16/03-22/03/12 t&s
28/08/2012	51	04/04-05/04/12 t&s
28/08/2012	58.5	25/03-26/03/12 t&s
28/08/2012	9.8	D Anderson 17.04
28/08/2012	5.2	D Anderson 16.04
28/08/2012	10.8	D Anderson 01.05
28/08/2012	5.9	D Anderson 01.05
28/08/2012	4.8	D Anderson 11.05
28/08/2012	6.4	16/05-anderson
28/08/2012	6.4	16/05-anderson
28/08/2012	4	15/05-anderson
28/08/2012	13	15/05-david
28/08/2012	4.8	david anderson-03/06/12
28/08/2012	5	Anderson 05/06/12
28/08/2012	12	Anderson-31/05/12
28/08/2012	12.1	Anderson-01/06/12
28/08/2012	13.2	Anderson-01/06/12
28/08/2012	13.3	Anderson-02/06/12
28/08/2012	12.1	Anderson-02/06/12
28/08/2012	12.1	Anderson-21/05/12
28/08/2012	3.4	Anderson-22/05/12
28/08/2012	9.4	D Anderson 14.06
28/08/2012	8.6	D Anderson 14.06
28/08/2012	7	D Anderson 14.06
28/08/2012	11.6	19/06-anderson
28/08/2012	6.6	20/06-anderson
28/08/2012	6.65	D Anderson 02/07
28/08/2012	14.4	D Anderson 02/07
28/08/2012	3.4	David/16/07
28/08/2012	4.6	David 18/07
28/08/2012	14	David/20/07
28/08/2012	5.2	David/20/07
10/08/2012	20	09/07-19/07/12 t&s
28/07/2012	4.2	26.07

Taxis 2012-13

27/07/2012	25.9	20/07-24/07/12 t&s
21/07/2012	7	david/18/07
14/07/2012	9.2	12-Jul
11/07/2012	17	D Anderson 13-27.06.12
30/06/2012	5.8	26/06-Anderson
30/06/2012	8.8	26-Jun
23/06/2012	13.4	22/06-anderson
16/06/2012	5.2	D Anderson 11.06
15/06/2012	5	03-07-08/06/12 t&s
15/06/2012	284	24/05-03/06-07/06/12
15/06/2012	33	17/04/12-30/05/12 t&s
02/06/2012	12.2	David-31/05/12
31/05/2012	71.95	17-19.04.12
31/05/2012	11.5	D Anderson 13-24.05.12
31/05/2012	16	D Anderson 19-30.04.12
26/05/2012	10.8	Anderson-21/05/12
19/05/2012	4.8	16/05-anderson
12/05/2012	13.4	D Anderson 09/05
12/05/2012	7.2	D Anderson 11.05
Total Taxis	2,145.57	

Towards Operating Costs 2012-13

Date	Value	Description
25/03/2013	-92	REPAY HOTEL D ANDRESON
16/01/2013	148.23	Frm R0607120 MR 20862
31/08/2012	-455.57	REPAY TRAVEL EXPENSES US
28/08/2012	-115.44	Honorarium for David Anderson
28/08/2012	-277.98	Flight to Dublin for LEM
06/07/2012	-40	D Anderson China trip
12/06/2012	-8.33	MR 20863
23/05/2012	-331.3	Air Fare for David Anderson
23/05/2012	-3158.7	Reimbursement Air Fare
Total Towards Operating Costs	-4,331.09	

**Appendix C – Board of Trustees meeting where
the Change Programme was
discussed**

Minutes of the **BOARD OF TRUSTEES** held on 6 December 2012 in the Court Room, National Museum Cardiff

Notes	Actions by
<p>PRESENT: Elisabeth Elias, President, (in the Chair); Peter Morgan, Treasurer; Haydn Edwards, Vice President; Tony Atkins; Carole-Anne Davies; Miriam Griffiths; Glenda Jones; Christina Macaulay; Jonathan Osmond; Robert Pickard; Keshav Singhal; David Vokes; Gareth Williams; Gareth Wyn Jones; David Anderson, Director General; Mark Richards, Deputy Director General and Director of Operations; John Williams-Davies, Director of Collections and Research; Neil Wicks, Director of Finance; Janice Lane, Director of Learning, Exhibitions and New Media; Judith Ingram, Head of Policy & Planning; and Elaine Cabuts, Museum Secretary.</p>	
<p>1 WELCOME AND APOLOGIES</p> <p>1.1 Members and Lesley-Anne Kerr (CyMAL) were welcomed to the meeting. Apologies were received from Victoria Provis.</p>	
<p>In the Closed Session of the meeting the Board discussed and were briefed on the organisation's change programme, a meeting with the Minister for Housing Regeneration and Heritage, new museum proposals, HLF, future acquisitions, trustee succession planning, and awards and appointments in respect of a former President.</p> <p><i>At this point the meeting was opened to the public but no members of the public were in attendance.</i></p>	
<p>2 MINUTES</p> <p>2.1 <u>Resolved:</u> That the Minutes of the Board meeting on 4 October 2012 be approved.</p>	