

Name **Andy Collop**
 Position **Interim Vice -Chancellor**
 Dates **1 Aug 19 to 31 Jan 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
09/09/2019	Meeting with the Chancellor, London, Chinese Embassy (Education Sector) Anniversary event, London					£137.10			£8.00	£145.10
20/11/2019	Networking lunch with Lord Lieutenant, COO & DVC			£57.30						£57.30
06/12/2019	UUK Members' Meeting , London					£184.50			£12.00	£196.50
10/12/2019	TEF 2019 Meeting, London					£196.10			£12.00	£208.10
18/12/2019	Meeting with the Chancellor, London					£154.60				£154.60

Name **Ben Browne**
 Position **Chief Operating Officer**
 Dates **1 Aug 19 to 31 Jan 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
16/09/2019	OIEG Contract Negotiations on 23/09/2019					£109.00				£109.00

Name **Bev Vickerstaff**
 Position **Interim PVC/Dean (1st June 2019 to 31st December 2019)**
 Dates **1 Aug 19 to 31 Jan 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
09/08/2019	China visa, London				£13.49	£205.50				£218.99
19/09/2019	CABS Leaders in Learning and Teaching Training, London (2 days)					£167.50	£2.00			£169.50
20/09/2019	East Midlands Chambers Awards, Leicester			£19.50					£18.50	£38.00
03/10/2019	EB Governors Away Day								£13.05	£13.05
21/10/2019	SCoT Partner Visit, Sri Lanka (5 days)	£473.28	£4,494.20					£72.37		£5,039.85
03/11/2019	CABS Conference, London (2 days)	£221.90				£177.50				£399.40
10/11/2019	EMFD Conference, Barcelona (4 days)	£409.28	£147.59				£41.12	£234.54		£832.53
21/11/2019	CABS Leaders in Learning and Teaching Training, Birmingham (2 days)					£41.15	£3.50			£44.65
27/04/2020	SCOPE partner visit, Hong Kong (7 days)	£522.45	£3,659.50					£29.41		£4,211.36

Name **David Mba**
 Position **PVC Enterprise & Dean of CEM**
 Dates **1 Aug 19 to 31 Jan 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
20/08/2019	Workshop, Nottingham					£100.60				£100.60
27/08/2019	Working dinner with PVC R&I, Leicester Uni	£200.90					£81.79			£282.69
29/08/2019	Business lunch with contact, London Southbank Uni			£11.80						£11.80
02/09/2019	Visiting TWI, Cambridge					£232.35		£40.00		£272.35
04/09/2019	Conference, Huddersfield	£93.39				£248.10		£18.00		£359.49
12/09/2019	British Science Festival dinner, Coventry	£116.40								£116.40
23/09/2019	CTI celebration dinner, Leics	£116.40								£116.40
07/10/2019	Online e-visa for Kenya								£108.07	£108.07
10/10/2019	Meeting at West Midlands Combined Authority, Birmingham					£24.05	£7.15	£7.00		£38.20
11/10/2019	Chinese Visa, London					£83.00			£250.00	£333.00
19/10/2019	Conference & delivering keynote speech, plus visit to Agent &TNE Partner (9 days)	£332.57	£6,411.52		£88.35		£67.27		£191.66	£7,091.37
02/11/2019	Impact of Big Data and AI workshops		£1,268.82							£1,268.82
16/11/2019	Attending Commonwealth Steering Comm, Nairobi (3 days)		£1,615.22				£8.50		£77.73	£1,701.45
20/11/2019	Hotel stay - late meeting with CBI Deputy Director General	£127.47								£127.47
26/11/2019	African Collaborations - dinner meeting			£70.29						£70.29
28/11/2019	THE awards, London					£83.00		£26.62		£109.62
17/01/2019	SCoT Partner visit - Sri Lanka -inauguration ceremony (4 Days)	£392.43	£3,571.87				£18.53	£51.07	£96.02	£4,129.92
30/01/2020	Visit to National Cyber Security Centre, Cheltenham (2 days)	£100.40				£349.40				£449.80

Name **Rusi Jaspal**
 Position **Pro Vice Chancellor Research**
 Dates **1 Aug 19 to 31 Jan 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
14/08/2019	Conference: UUK Research Day on 4 September 2019								£235.00	£235.00
03/09/2019	Dubrovnik - DMU Business Trip (3 days)					£32.50				£32.50
10/09/2019	Meetings - Richmond and Wandsworth Borough Council, - research project (3 days)					£179.00				£179.00
19/09/2019	Russian VISA, London					£67.00			£1,093.15	£1,160.15
25/09/2019	Safeguarding Adults - Board Meeting - London					£48.50				£48.50
03/10/2019	EB/ Governors Away Day					£94.55				£94.55
12/11/2019	Conference: Oxentia University Enterprise Forum, London					£64.50				£64.50
13/11/2019	Bauman State Technical University, Moscow, Russia (3 day trip).	£210.96	£374.12				£45.10			£630.18
20/11/2019	PhD International Student Recruitment Fair, Shanghai and Beijing, China (7 day trip).	£737.19	£1,790.32		£49.47	£196.21	£5.71		£888.24	£3,667.14
11/12/2019	Board meeting - Richmond and Wandsworth Borough Council, London					£45.50				£45.50
06/01/2020	Conference: 4th Annual REF Forum, London.								£474.00	£474.00
07/01/2020	Meetings with NHS Consultants, London (2 days)					£113.00				£113.00

Name **Prof Jackie Labbe**
 Position **PVC Academic**
 Dates **1 Aug 19 to 31 Jan 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
01/08/2019	Conference - Student Experience								£100.00	£100.00
05/09/2019	Oyster Card Travel					£40.00				£40.00
23/09/2019	TRAC Conference, London					£163.50				£163.50
24/09/2019	Meeting - University of Derby					£15.30		£21.70		£37.00
01/10/2019	DMU Engage Launch event			£104.00						£104.00
01/10/2019	Education Strategy Forum, Chester -(2 days)					£109.95				£109.95
02/10/2019	Annual Teacher Planner event				£60.00					£60.00
04/10/2019	Advance HE conference, London					£122.50				£122.50
22/10/2019	Advance HE conference, London (4 days)					£85.40				£85.40
29/10/2019	TDG Meeting, London					£125.40				£125.40
04/11/2019	Conference - EFYE Supporting Students Success - Derby University								£289.68	£289.68
12/11/2019	Conference - TEF & Board Meeting SAS, London					£130.00		£39.00		£169.00
13/11/2019	PVC Networking Event, London (2 days)	£182.86				£100.00	£125.00			£407.86
19/11/2019	Advanced HE TMP meeting, Edinburgh							£62.00		£62.00
01/12/2019	Student DMU Engage Launch Event			£111.92						£111.92
06/12/2019	Advance HE TMP Meeting, London					£143.50				£143.50
09/12/2019	NCOP Chairs Meeting (Ofs), London					£112.50				£112.50
09/01/2020	ACDAP Meeting, London					£250.00				£250.00
16/01/2020	Conference - Teeside University (2 days)					£119.30				£119.30

1 Aug 19 to 31 Jan 2020

Philip Pothen - Interim Executive Director of Marketing & Communications

No business expenses claimed

No Corporate credit card transactions

Janine Brennan - Executive Director of People & Organisational Development

No business expenses claimed

No Corporate credit card transactions

Heather McLaughlin - Pro-Vice Chancellor Dean, Business & Law

No business expenses claimed

No Corporate credit card transactions

Mel Fowler - Executive Director of Marketing & Communication s

No business expenses claimed

No Corporate credit card transactions

Jennifer Penfold - Interim Executive Director of People & Organisational Development

No business expenses claimed

No Corporate credit card transactions

James Gardner - Associate COO & PVC Strategic & International Partnerships

No business expenses claimed

No Corporate credit card transactions

Simon Ambrose - VCO Chief of Staff

No business expenses claimed

No Corporate credit card transactions

Name **Andy Collop**
Position **Interim Vice-Chancellor**
Dates **1 Feb to 30 Apr 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail /Bus Travel	Subsistence	Taxi	Other	Total
24/02/2020	Meeting - Manchester Metropolitan University VC								£10.00	£10.00

Name **Prof Jackie Labbe**
 Position **PVC A**
 Dates **1 Feb to 30 Apr 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
01/02/2020	TMP event , Finland (2 days)	£122.26						£195.29		£317.55
01/02/2020	Cultural Challenges, Teeside Uni								£180.00	£180.00
01/02/2020	Derrick Mensah Student Engagement Event						£21.94			£21.94
01/03/2020	Learning and Teaching Event (2 days)								£475.00	£475.00
12/03/2020	TDG Meeting in London					£16.00				£16.00
19/03/2020	AHRC event, Stoke on Trent					£3.00				£3.00
20/03/2020	ADCAP. London					£32.00				£32.00
24/03/2020	Advance HE TMP training Programme, Glasgow		£140.60							£140.60

Name **Janine Brennan**
 Position **Executive Director of People & Organisational Development**
 Dates **1 Feb to 30 Apr 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
26/02/2020	Culture Accreditation Workshop, London (3 days)	£454.53				£57.00	£33.13	£87.60		£632.26

Name **Joanne Cooke**
 Position **Associate COO & Executive Director of SAAS**
 Dates **1 Feb to 30 Apr 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
23/03/2020	HE Sustainability Forum-London (2 days)	£20.40				£42.00				£62.40
21/05/2020	Training Programme, Flying Higher (ALS) -Inverness (2 days)	-£105.00	£158.19							£53.19

Name **Prof. David Mba**
 Position **PVC Research and Enterprise, and Dean of Computing, Engineering and Media (CEM)**
 Dates **1 Feb to 30 Apr 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
07/02/2020	Signature Awards, Birmingham					£16.00				£16.00
10/02/2020	Meeting at LKBA Minerals, Derby					£77.90	£15.85	£40.00		£133.75
13/02/2020	Midlands Enterprise Universities (MEU) meeting, Nottingham					£103.30		£8.00		£111.30
22/02/2020	ACE workshop & key note speaker, Nigeria (7 days)	£1,417.16	£951.57		£54.20		£214.17			£2,637.10

Name **Kaushika Patel**
 Position **Interim PVC/Dean, Faculty of Health & Life Sciences**
 Dates **1 Feb to 30 Apr 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
04/02/2020	Justine Greening MP -meeting, London (cancellation fee)					£5.00				£5.00
24/02/2020	Advance HE / UUK Policy Committee, London					£174.00				£174.00
27/02/2020	UUK Conference, London					£174.00				£174.00

Name **Pete Cross**
 Position **Chief Finance Officer**
 Dates **1 Feb to 30 Apr 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
01/04/2020	BUFDG Conference, Manchester (2 days) cancellation fee					£14.00				£14.00

Name **Professor Rusi Jaspal**
 Position **PVC Research**
 Dates **1 Feb to 30 Apr 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
01/02/2020	Participant Recruitment, Frontrunners project								£257.60	£257.60

Name **Simon Bradbury**
 Position **PVC/Dean for Arts, Design and Humanities**
 Dates **1 Feb to 30 Apr 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
03/11/2020	IECF conference Berlin & meeting agents (2 days) (reimbursement)		-£1.44							-£1.44
23/01/2020	Chinese New Year celebrations, Chinese Embassy London. (reimbursement - non-attendance)					-£51.00				-£51.00
05/02/2020	Dinner - guest lecturer (external)			£144.87						£144.87
06/02/2020	GREAT meeting London					£4.80	£12.50			£17.30

Name **Simon Oldroyd**
 Position **Interim Deputy Vice-Chancellor**
 Dates **1 Feb to 30 Apr 2020**

Date	Activity / Business Reason (if trip please state no. of days)	Accommodation	Air Travel	Hospitality	Incidentals	Rail / Bus Travel	Subsistence	Taxi	Other	Total
29/01/2020	TNE Partner visit Egypt (3 days)	£150.99	£596.97		£19.74		£161.53			£929.23
17/02/2020	Chinese Visa, London					£178.00			£14.50	£192.50
24/02/2020	Asia Pacific University partner visit - lunch			£204.20						£204.20
03/03/2020	Lunch with CEO Leicestershire Partnership Trust			£47.29						£47.29

1 Feb to 30 Apr 2020

Philip Pothén - Interim Executive Director of Marketing & Communications

No business expenses claimed

No Corporate credit card transactions

Mel Fowler - Executive Director of Marketing & Communications

No business expenses claimed

No Corporate credit card transactions

Ben Browne - Chief Operating Officer

No business expenses claimed

No Corporate credit card transactions