

Trust Board expenses

Overview

Ashford and St Peter's Hospitals NHS Foundation Trust has decided to proactively publish summary details of expenses claimed by Board members (i.e. the non executive directors and executive directors). The spreadsheet below shows the amount of expenses claimed for reimbursement by the named Board member, broken down by category, during the quarter shown.

This approach is in accordance with guidance from the Information Commissioner and with the Nolan Principles.

The following notes will help readers understand the information we have published.

Expenses are claimed by Directors on a retrospective basis i.e. the actual expense shown will have been incurred and paid for by the individual who then submits a claim for reimbursement via their monthly salary. So, the chart below shows the amounts actually reimbursed to the individual in a particular quarter. The timing of the journey or event itself may have been at an earlier time. Not all Directors opt to claim expenses, hence there is some disparity in the amounts recorded on the schedule.

Total miles value: This shows the cost of the mileage travelled on behalf of the Trust, reimbursed at nationally agreed mileage rates.

Typically this travel will have been incurred where a Director's journey is between the Trust's two hospitals, Ashford Hospital and St Peter's Hospital, or to other health and social care organisations such as the Strategic Health Authority, Primary Care Trusts or Social Services. It will also include mileage to other meetings and events.

Accommodation. Board members will occasionally attend conferences held around the country which may necessitate over-night stays. In addition, on occasions Board members may have late night meetings or other emergency commitments at the hospitals which mean they cannot travel home at a reasonable hour.

Subsistence. This is predominantly the cost of food and refreshments while attending events away from the Trust. This is not a standard payment to recognise the individual has stayed away from home for a period of time, as is paid in many private companies

Miscellaneous Typically this category includes the cost of car park fees while on Trust business at another site. It will also be the cost of conferences paid for by the individual.

General Notes:

Expenses are paid to NHS chairs and non-executives at rates set by the Secretary of State for Health. "Home to office" expenses are wholly taxable. Chairs and non-executives are entitled to receive payment of "home to office" expenses. The Inland Revenue has, however, agreed to "Special Arrangements" for NHS bodies to enable them to meet the resulting tax liability. This is similar to a PAYE Settlement Agreement (PSA).

Benefits in kind , for example lease cars, are declared in the Annual Report and Accounts

Conclusion

All claims for expenses are fully documented with receipts.
All Executive Directors expenses are authorised by the Chief Executive.
All Non Executive Directors expenses are authorised by the Chairman.
The Chief Executive authorises the expenses of the Chairman.
The Chairman authorises the expenses of the Chief Executive.
The Audit Committee acts as an additional independent check on this process.

Any queries about the information provided can be made to the
Trust Board Secretary
St Peter's Hospital
Guildford Road
Chertsey
Surrey
KT16 0PZ

Board Expenses 10-11 Qtr 1 - 3

Ashford and St Peter's Hospitals has decided to proactively publish summary details of expenses claimed by Board members (i.e. the non executive directors, voting executive directors and those non-voting directors who regularly attend the board); The spreadsheet below shows the amount of expenses claimed for reimbursement by the named Board member, broken down by category, during the quarter shown. This information will be updated within one month of the end of the quarter date– i.e. by the beginning of November for the quarter which ends on 30th September 2010.

Name A McLeish

Role Chair

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	810.37	46.20	0.00	0.00	0.00	0.00	2.00	858.57
Quarter 2 (Jul-Sep 10)	434.07	11.80					204.00	649.87
Quarter 3 (Oct-Dec 10)	788.11	38.00	0.00	0.00	0.00	0.00	21.80	847.91
Quarter 4 (Jan-Mar 11)								

Name A Liles

Role Chief Executive

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	0.00	130.00	0.00	50.80	0.00	0.00	0.00	180.80
Quarter 2 (Jul-Sep 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 3 (Oct-Dec 10)	0.00	177.40	0.00	38.90	0.00	0.00	54.30	270.60

Quarter 4 (Jan-Mar 11)								
---------------------------	--	--	--	--	--	--	--	--

Name N Critchlow Left June 2010

Role Non-executive Director

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 2 (Jul-Sep 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 3 (Oct-Dec 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 4 (Jan-Mar 11)								

Name P Taylor
Role Non-executive Director

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence Food/Refreshment	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 2 (Jul-Sep 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 3 (Oct-Dec 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 4 (Jan-Mar 11)								

Name T Price
Role Non-executive Director

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence Food/Refreshment	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	155.82	0.00	0.00	0.00	0.00	0.00	0.00	155.82
Quarter 2 (Jul-Sep 10)	200.34	0.00	0.00	0.00	0.00	0.00	2.50	202.84
Quarter 3 (Oct-Dec 10)	196.10	0.00	0.00	0.00	0.00	0.00	5.30	201.40
Quarter 4 (Jan-Mar 11)								

Name P Beesley
Role Non-executive Director

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence Food/Refreshment	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Quarter 2 (Jul-Sep 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 3 (Oct-Dec 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 4 (Jan-Mar 11)								

Name S Ells
Role Non-executive Director

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 2 (Jul-Sep 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 3 (Oct-Dec 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 4 (Jan-Mar 11)								

Name Nadeem Aziz

Role Non-executive Director

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 2 (Jul-Sep 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Quarter 3 (Oct-Dec 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 4 (Jan-Mar 11)								

Name John Kelly **RIP July 2010**

Role Non-executive Director

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 2 (Jul-Sep 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Name J Headley
Role Director of Finance

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	50.01	88.80	0.00	0.00	0.00	0.00	23.50	162.31
Quarter 2 (Jul-Sep 10)	50.01	0.00	0.00	0.00	0.00	0.00	0.00	50.01
Quarter 3 (Oct-Dec 10)	50.01	0.00	0.00	0.00	0.00	0.00	0.00	50.01
Quarter 4 (Jan-Mar 11)								

Name P Bentley **Seconded June 2010**

Role Director of Strategy

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	75.00	23.50	0.00	0.00	0.00	0.00	33.00	131.50
Quarter 2 (Jul-Sep 10)	75.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00

Quarter 3 (Oct-Dec 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 4 (Jan-Mar 11)								

Name R Bhamber
Role Director of Workforce & OD

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 2 (Jul-Sep 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 3 (Oct-Dec 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 4 (Jan-Mar 11)								

Name V Howell

Role Deputy Chief Executive

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	160.80	0.00	0.00	0.00	0.00	0.00	11.00	171.80
Quarter 2 (Jul-Sep 10)	136.00	18.90	0.00	0.00	0.00	0.00	15.00	169.90
Quarter 3 (Oct-Dec 10)	403.20	49.90	0.00	0.00	65.00	0.00	15.70	533.80
Quarter 4 (Jan-Mar 11)								

Name M Baxter
Role Medical Director

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 2 (Jul-Sep 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 3 (Oct-Dec 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 4 (Jan-Mar 11)								

Name C Becher **Left September 2010**

Role Chief Nurse

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)

Quarter 1 (Apr-Jun 10)	13.60	0.00	0.00	0.00	0.00	0.00	0.00	13.60
Quarter 2 (Jul-Sep 10)	82.40	27.80	0.00	15.00	0.00	0.00	1.00	126.20

Name S Osborne
Role Interim Chief Nurse

Month to end of	Total miles value	Rail	Air Fares	Taxi	Accommodation	Subsistence <i>Food/Refreshment</i>	Miscellaneous	Total Amount Claimed (£)
Quarter 1 (Apr-Jun 10)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Quarter 2 (Jul-Sep 10)	1,188.40	9.00	0.00	130.00	0.00	0.00	10.00	1,327.40
Quarter 3 (Oct-Dec 10)	1,089.00	57.90	0.00	381.50	0.00	0.00	2.50	1,530.90

			Claims Copied		
			Apr - Sep 09	Oct - Dec 09	Jan - Mar 10
Brissett L	615966	5001	X		
Brooks CP	615966	5001	X		
Doyle Y	615975	5021	X		
Harris V	615970	5021	X		
Hood SL	615985	5021	X		
Houghton P	615986	5021	X		
Lampard K	615966	5000	X		
Morgan DL	615960	5021	X		
Morris CF	615966	5020	X		
Roche W	615983	5021	X		
Seeley J	615966	5001	X		
Tinton SC	615966	5001	X		
Webb S	615980	5021	X		
Ziebland N	615966	5001	X		