

1) *A list of all the expenses claimed by the PCC or staff working for them since they were voted into the position. This includes what expenses was claimed, where it was claimed, when it was claimed, how much was claimed and for what reason it was claimed.*

2) *A list of transaction on credit cards made by the PCC or staff since the start of the job. This includes what expense was claimed, where it was claimed, when it was claimed, how much was claimed and for what reason it was claimed.*

3) *Has any accommodation been provided for the PCC, whether this is permanent or temporary? This includes where the accommodation is, how much it costs to maintain/for the PCC to stay there, how long the PCC plans to stay there.*

4) *A list of people that have received payments from the PCC office. This includes contracted staff, non-contracted staff, consultants and other payments to individuals or groups.*

Clarification was sought on 9 July 2013 to questions 2, 3 and 4;

2) *Include purchase card transactions*

3) *Office accommodation and any residential accommodation provided including hotels that were paid for on trips or for hospitality purposes.*

4) *Include the names of individuals and one-off payments.*

I can now provide the following information as follows;

1) All expenses claimed by the PCC, DPCC, Chief Executive and Chief Finance Officer are published on the website of the Office of the Police & Crime Commissioner (OPCC). Please follow the below links;

<http://www.westyorkshire-pcc.gov.uk/your-commissioner/expenses.aspx>

<http://www.westyorkshire-pcc.gov.uk/office-of-the-pcc/senior-staff-expenses.aspx>

Expenses claimed by staff of the OPCC are attached at appendix A.

With regards to mileage claimed, the OPCC does not hold information about the amounts paid to staff for each individual journey made. Information is disclosed which shows the total mileage claimed by staff. You can see the agreed mileage expenses scheme at;

<http://www.lge.gov.uk/lge/aio/5859284>

Payments are administered by West Yorkshire Police payroll department where deductions are made for any tax due.

2) The Police & Crime Commissioner does not hold a credit card or purchase card.

Credit card expenses which relate to the Chief Executive are published on the OPCC website on the above link.

Purchase card transactions by staff of the OPCC are attached at appendix B.

3) The Police and Crime Commissioner for West Yorkshire is based at Ploughland House, Wakefield. The property is leased and the leasehold was transferred to the Police and Crime Commissioner from the Police Authority.

The annual costs associated with Ploughland House are:

£70,000	rent
£ 3,500	management fee
£1,670	insurance

To date no arrangements have been made to move to alternative premises.

Hotel accommodation provided for the Police & Crime Commissioner is published on the OPCC website at the above link.

4) Payments to suppliers or individuals over £500 are published on the West Yorkshire Police website. Please follow the below link;

[http://www.westyorkshire.police.uk/about-us/publication-scheme/what-we-spend-and-how-we-spend-it#over\\_500](http://www.westyorkshire.police.uk/about-us/publication-scheme/what-we-spend-and-how-we-spend-it#over_500)

Since 22 November 2012, The Office of the Police & Crime Commissioner has made payments to the following individuals/groups;

Independent Custody Visitors (ICVs) – exemption applies section 40(2) under the freedom of information act, please see appendix C.

Gi Cheesman – Consultancy fee  
Mr R Flint – Police appeals tribunal  
Mr M Hussain QC – Police appeals tribunal  
Mr John Parkinson  
Mr Kevin McNerney – Misconduct Panel Member  
Mr M Fox – Misconduct Panel Member  
Mrs A Liston – Audit Committee Member  
Mr T Lake – Audit Committee Member  
Mr H Bower – Audit Committee Member  
Mr R Baldwin – Audit Committee Member

**Rail Travel and Hotel Accommodation Booked through the Office of the Police & Crime Commissioner**

Most rail travel and hotel accommodation are booked through the Office of the Police & Crime Commissioner and paid through invoice.

<b>Date</b>	<b>Type</b>	<b>Why</b>	<b>Cost £</b>
2-4/12/2012	Hotel	Police & Crime Commissioners Official Welcome event with APCC & Home Secretary - London	129
04/12/2012	Rail	Police & Crime Commissioners Summit - Birmingham	46.74
23/01/2013	Hotel	Association of Police & Crime Commissioners Welcome Event - London	134
30/01/2013	Hotel	Chief Constable Interviews - Wakefield	213.01
07/02/2013	Hotel	Chief Constable Confirmation Hearing - Police & Crime Panel - Wakefield	69.67
12/02/2013	Rail	Troubled Families Event - London	114.82
12/02/2013	Rail	Parliamentary Conference - London	109.97
12/02/2013	Rail	Independent Custody Visiting Association Executive Committee - London	107.16
14/02/2013	Hotel	National Police Air Service meeting - Wakefield	56.67
21/02/2012	Rail	Criminal Justice APCC Conference - London	245.65
27/02/2013	Rail	Independent Police Complaints Commission Conference - London	160.89
08/03/2013	Rail	Child Sexual Exploitation Event - Rotherham	25.9
21/03/2013	Rail	Association of Police & Crime Commissioners Annual General Meeting - London	249.76
12/04/2013	Rail	Meeting with Councillor - Huddersfield	16.26
13/05/2013	Rail	Meeting at University - Leeds	12.27
05/06/2013	Rail	Police & Crime Plan Local Launch - Bradford	7.07
11/06/2013	Rail	Meeting at University - Leeds	9.16
11/06/2013	Rail	Meeting at University - Huddersfield	7.32
20/06/2013	Rail	Association of Police & Crime Commissioners Voluntary sector event - Manchester	30.12
20/06/2013	Rail	Association of Police & Crime Commissioners Voluntary sector event - Manchester	29.09
27/06/2013	Rail	Conference - Huddersfield	12.27
04/07/2013	Rail	Local Government Association Conference - Manchester	30.12
08/07/2013	Rail	Policing Global Cities Conference - London	153.5
08/07/2013	Hotel	Policing Global Cities Conference - London	160.8
22-24/07/13	Hotel	FOI Training - Hampshire	220
22-24/07/13	Hotel	FOI Training - Hampshire	173.5

**Mileage Claimed through the Office of the Police & Crime Commissioner**

<b>Date</b>	<b>Type</b>	<b>Why</b>	<b>Miles</b>
22/11/2012	Mileage	Audit - Newbywiske	100
22/11/2012	Mileage	Audit - Gildersome	10
23/11/2012	Mileage	audit - Hull	78
23/11/2012	Mileage	Audit Hull	7
23/11/2012	Mileage	Audit - Selby	7
24/11/2012	Mileage	White ribbon event - Hebden Bridge	45
24/11/2012	Mileage	Emergency Services Day - Halifax	21
27/11/2012	Mileage	Audit - Carr Gate	8
27/11/2012	Mileage	Audit - Hull	78
29/11/2012	Mileage	Audit - Gildersome	10
29/11/2012	Mileage	Positive Futures Bradford	23
29/11/2012	Mileage	Audit training York	60
29/11/2012	Mileage	Audit - Newbywiske	106
30/11/2012	Mileage	Audit - Hull	7
30/11/2012	Mileage	Audit - Selby	7
30/11/2012	Mileage	Audit - Calderpark	6
30/11/2012	Mileage	Audit - Wakefield	8
04/12/2012	Mileage	Late night levy mtg - Leeds	22
04/12/2012	Mileage	Audit - Newbywiske	100
05/12/2012	Mileage	Audit - Leeds	26
05/12/2012	Mileage	Audit - Gildersome	20
06/12/2012	Mileage	Audit - Melmerby	55
06/12/2012	Mileage	Audit Melmerby	92
07/12/2012	Mileage	Audit - Newbywiske	91
11/12/2012	Mileage	Audit - South Yorkshire	30
12/12/2012	Mileage	Audit - Humberside, Wakefield	115
12/12/2012	Mileage	Audit - Humberside	78
12/12/2012	Mileage	Audit - Newbywiske	100
12/12/2012	Mileage	PCC induction visit - Huddersfield	28
14/12/2012	Mileage	Audit - Hull	78
14/12/2012	Mileage	Audit - Newbywiske	104
15/12/2012	Mileage	Emergency Services Christmas event - Halifax	2
17/12/2012	Mileage	Audit - Melmerby & Newbywiske	106
17/12/2012	Mileage	Audit - Hull, Wakefield	94
17/12/2012	Mileage	Audit - Newbywiske	106
17/12/2012	Mileage	Audit - North Yorkshire	60
17/12/2012	Mileage	Audit - Selby, Hull	67
18/12/2012	Mileage	Audit - Newbywiske	104
18/12/2012	Mileage	PCC victim support awards - Bradford	30
18/12/2012	Mileage	Audit - Newbywiske	106
19/12/2012	Mileage	Audit - Newbywiske	104
19/12/2012	Mileage	Audit - Thirsk & Newbywiske	113
20/12/2012	Mileage	PCC walkabout CASC - Leeds	28
20/12/2012	Mileage	Audit - Newbywiske	108
04/01/2013	Mileage	Audit - Hull	78
09/01/2013	Mileage	Audit - Newbywiske	106
09/01/2013	Mileage	Audit - Newbywiske	104
09/01/2013	Mileage	Audit - Wakefield	4
11/01/2013	Mileage	Audit - Hull	78
14/01/2013	Mileage	Audit - Stainbeck	31
15/01/2013	Mileage	Audit - North Yorkshire	86

15/01/2013	Mileage	Audit - Melmerby, Newbywiske, York, Wakefield	122
15/01/2013	Mileage	PCC - Castleford	28
16/01/2013	Mileage	Audit - Newbywiske	106
17/01/2013	Mileage	Audit - Greater Manchester OPCC	57
22/01/2013	Mileage	Audit - Keighley	60
22/01/2013	Mileage	Audit - Thorpe Park, Wakefield	28
23/01/2013	Mileage	Audit - Newbywiske	108
24/01/2013	Mileage	Audit - Halifax	46
24/01/2013	Mileage	Community Trust - Ossett	12
24/01/2013	Mileage	Audit - Humberside	78
24/01/2013	Mileage	Audit - Newbywiske	100
28/01/2013	Mileage	Bradford Community Safety Partnership Mtg - Bradford	27
29/01/2013	Mileage	Audit - Humberside	78
30/01/2013	Mileage	PCC radio Leeds	17
06/02/2013	Mileage	Audit - Beverley	8
07/02/2013	Mileage	Audit - Hull	78
08/02/2013	Mileage	Audit - Humberside	110
08/02/2013	Mileage	Audit - Hull	78
11/02/2013	Mileage	Community Trust - Bradford	50
11/02/2013	Mileage	Audit - Hull	14
11-12/02/2013	Mileage	AUDIT - Derringham	78
14/02/2013	Mileage	The Basement Project - Halifax	38
14/02/2013	Mileage	Audit - Newbywiske	108
18/02/2013	Mileage	Body Armour Presentation - Wakefield	2
19-20/02/2013	Mileage	Audit - Hull	80
26/02/2013	Mileage	Audit - Hull	78
29/02/2013	Mileage	Audit - Beverley	24
01/05/2013	Mileage	Audit - Beverley	24
22/05/2013	Mileage	Audit - Hull	20
26/05/2013	Mileage	Audit - Hull	20
03/04/2013	Mileage	Batley surgery venue	3
15/04/2013	Mileage	Cohesion Project Board - Leeds	19
18/04/2013	Mileage	Batley surgery venue	3
19/04/2013	Mileage	Batley Surgery	3
13/05/2013	Mileage	Keighley surgery venue	62
17/05/2013	Mileage	Otley Surgery	34
15/04/2013	Mileage	Audit - Greater Manchester OPCC, Leeds	102
16/04/2013	Mileage	Audit - Kirklees	14
23/04/2013	Mileage	Audit - Kirklees	28
24/03/2013	Mileage	Audit - Kirklees	14
13/05/2013	Mileage	Audit - Oldham	79
01/05/2013	Mileage	Audit - Bradford	38
07/05/2013	Mileage	Audit - Hull	78
09/05/2013	Mileage	Audit - Hull	78
16-17/05/2013	Mileage	Audit - Hull	78
20/05/2013	Mileage	Audit - Hull	78
22/05/2013	Mileage	Audit - Hull	78
24/05/2013	Mileage	Audit - Hull	78
30/05/2013	Mileage	Audit - Hull	78
09/05/2013	Mileage	Audit - Newbywiske	106
16/05/2013	Mileage	Audit - Newbywiske	108
21/05/2013	Mileage	Audit - Thorpe Park	36
23/05/2013	Mileage	Audit - Newbywiske	106
21/05/2013	Mileage	Audit - Newbywiske	100
18/02/2013	Mileage	Audit - Wakefield	8
22/02/2013	Mileage	Audit - Middleton, Stainbeck, Wakefield	34

25/02/2013	Mileage	Audit - Halifax	32
18/05/2013	Mileage	Pudsey Carnival	26
21/05/2013	Mileage	Audit - Newbywiske	108
22/05/2013	Mileage	Audit - Humberside	115
08/02/2013	Mileage	Audit - Humberside	110
06/02/2013	Mileage	Audit - Beverley	8
11/02/2013	Mileage	Audit - Hull	14
20/12/2012	Mileage	Audit - Bradford	6
02/01/2013	Mileage	Audit - Wakefield	7
09/01/2013	Mileage	Audit - Bradford	6
15/01/2013	Mileage	Audit - Thorpe Park	25
17/01/2013	Mileage	Audit - Wakefield	7
18/01/2013	Mileage	Audit - Wakefield	7
22/01/2013	Mileage	Audit - Wakefield	7
24/01/2013	Mileage	Audit - Bradford	2
28/01/2013	Mileage	Audit - Wakefield	7
07/02/2013	Mileage	PCC Kirklees Crime & Nuisance Group - Huddersfield	28
18/02/2013	Mileage	PCC Operation Elvington Launch - Birkenshaw	10
21/02/2013	Mileage	PCC public meeting - Keighley	54
22/02/2013	Mileage	PCC Specials AGM - Gledhow	22
26/02/2013	Mileage	Material for surgery, Crofton, Agbrigg, Sandal, Chapelthorpe, Crigglestone	21
27/02/2013	Mileage	material for surgery, Eastmoor, Stanley, Outwood, Wrenthorpe, Wakefield, Alverthorpe	15
28/02/2013	Mileage	material for surgery, Wakefield, Flanshaw, Wrenthorpe	6
21/03/2013	Mileage	Audit - Newbywiske	106
27/03/2013	Mileage	Audit - Newbywiske	106
07/02/2013	Mileage	Audit - Newbywiske	106
20/02/2013	Mileage	Audit - Thirsk & Newbywiske	112
27/02/2013	Mileage	Audit - Newbywiske	108
28/02/2013	Mileage	Audit - Newbywiske	106
20/03/2013	Mileage	Audit - Calderdale	34
25/03/2013	Mileage	Audit - Newbywiske	106
26/03/2013	Mileage	Audit - Calderdale	34
27/03/2013	Mileage	Audit - Huddersfield	28
04/03/2013	Mileage	Audit - Newbywiske	108
12/03/2013	Mileage	Audit - Newbywiske	104
19/03/2013	Mileage	Audit - Newbywiske	100
25/03/2013	Mileage	Audit - Melmerby, Newbywiske	107
01/03/2013	Mileage	Audit - Barnsley	15
08/03/2013	Mileage	Audit - Hull	84
14/03/2013	Mileage	Audit - Hull, Wakefield	95
18-19/03/2013	Mileage	Audit - Hull	95
20/12/2012	Mileage	Audit - Gildersome, Wakefield	6
02/01/2013	Mileage	Audit - Wakefield	7
09/01/2013	Mileage	Audit - Gildersome	6
15/01/2013	Mileage	Audit - Thorpe Park	25
17/01/2013	Mileage	Audit - Wakefield	7
18/01/2013	Mileage	Audit - Wakefield	7
22/01/2013	Mileage	Audit - Wakefield	7
24/01/2013	Mileage	Audit - Gildersome, Wakefield	2
28/01/2013	Mileage	Audit - Wakefield	7
07/03/2013	Mileage	Audit - Gildersome	20
13/03/2013	Mileage	Audit - HMP Wealston	55
14/03/2013	Mileage	Audit - HMP Leeds	28
20/03/2013	Mileage	Audit - Bradford	38

02/04/2013	Mileage	Audit - North Yorkshire OPCC	90
14/03/2013	Mileage	Audit - Humberside OPCC	115
25/03/2013	Mileage	Audit - North Yorkshire OPCC	90
08/04/2013	Mileage	Audit - Thorpe Park	28
29/04/2013	Mileage	Audit - Newbywiske	102
18/04/2013	Mileage	Audit - York	106
29/04/2013	Mileage	Audit - Newbywiske	70
08/04/2013	Mileage	Audit - Bradford	36
18/04/2013	Mileage	Audit - Hull	78
25/04/2013	Mileage	Audit - Bradford	38
17/05/2013	Mileage	Meeting & Surgery, Ilkley & Otley	59
03/06/2013	Mileage	Audit - Hull	20
07/06/2013	Mileage	Audit - Hull	20
11/06/2013	Mileage	Audit - Hull	20
21/06/2013	Mileage	Audit - Hull	25
26/06/2013	Mileage	Audit - Hull	20
27/06/2013	Mileage	Audit - Hull	20
28/06/2013	Mileage	Audit - Hull	20
11/06/2013	Mileage	Audit - Wakefield	4
12/06/2013	Mileage	Audit - Wakefield	4
17/06/2013	Mileage	Audit - Newbywiske	108
18/06/2013	Mileage	Audit - Hull	116
27/06/2013	Mileage	Audit - Wakefield	4
03/06/2013	Mileage	Audit - Newbywiske	106
04/06/2013	Mileage	Audit - Newbywiske	106
05/06/2013	Mileage	Audit - Newbywiske	108
06/06/2013	Mileage	Audit - Newbywiske	106
11/06/2013	Mileage	Audit - Newbywiske	106
13/06/2013	Mileage	Audit - Newbywiske	106
19/06/2013	Mileage	Audit - Newbywiske	106
20/06/2013	Mileage	Audit - Newbywiske	111
27/06/2013	Mileage	Audit - Newbywiske	108
03/06/2013	Mileage	Audit - Humberside	78
13/06/2013	Mileage	Audit - Humberside	80
20/06/2013	Mileage	Audit - Hull, Wakefield	98
21/06/2013	Mileage	Audit - Hull	78
05/06/2013	Mileage	Question & Answer session - Bradford	27
12/06/2013	Mileage	Regional Collaboration Board - Thorpe Park	25
13/06/2013	Mileage	Meeting - Apperley Bridge	41
25/06/2013	Mileage	Meeting - Bradford	27
10/06/2013	Mileage	Audit - Newbywiske	104
21/06/2013	Mileage	Audit - Humberside	115
24/06/2013	Mileage	Audit - Newbywiske	108

### Expenses Claimed through the Office of the Police & Crime Commissioner

Expense claims relate to car parking, travel and hotels not booked through the OPCC, taxis and subsistence.

<b>Date</b>	<b>Type</b>	<b>Why</b>	<b>Cost £</b>
24/11/2012	Parking	Emergency Services Day - Halifax	3
24/11/2012	Parking	Emergency Services Day - Halifax	6
24/11/2012	Parking	Emergency Services Day - Halifax	6
04/12/2012	Parking	Late night levy mtg - Leeds	1.5
11/12/2012	Parking	Audit - South Yorkshire	2.2
12/12/2012	Parking	Audit - Humberside	3.4
12/12/2012	Parking	PCC induction visit - Huddersfield	1.8
13/12/2012	Rail	Police & Crime Plan Young People Leeds	4
13/12/2012	Rail	Police & Crime Plan Young People Leeds	4
18/12/2012	Parking	PCC victim support awards - Bradford	4.8
11/01/2013	Parking	Audit - Hull	3.4
28/01/2013	Parking	Bradford Community Safety Partnership Mtg	4.8
29/01/2013	Parking	Audit - Hull	10
30/01/2013	Parking	PCC radio Leeds	5.4
12/12/2012	Parking	Audit - Humberside	3.8
08/02/2013	Parking	Audit - Humberside	2.9
14/03/2013	Parking	Audit - Humberside	1.4
14/03/2013	Parking	Audit - Humberside	3.9
25/04/2013	Rail	Audit - York	13
17/04/2013	Rail	Audit - Huddersfield	3.3
07/03/2013	TAXI	mtg with PCC - Leeds	7
08/03/2013	TAXI	Conference Child Sexual Exploitation - Magna Rotherham	8.9
14/03/2013	TAXI	Mtg in Mirfield	8
21/03/2013	TAXI	Ilkley station for Association of Police & Crime Commissioners	8
27/03/2013	TAXI	Police & Crime Plan launch - BBC studios	4.8
07/03/2013	subsistence	Leeds United meeting	1.19
07/03/2013	subsistence	Beeston	6.19
14/03/2013	subsistence	Huddersfield	6.94
21/03/2013	subsistence	London	7.1
09/04/2013	subsistence	Cambridge Criminology Dept	8.18
09/04/2013	hotel	Cambridge Criminology Dept	37.5
10/04/2013	subsistence	Bradford Academy	4.19
27/03/2013	subsistence	Leeds University BBC	9.7
24/04/2013	Rail	Safer Leeds Mtg - Leeds	4.2
11/03/2013	Rail	Sexual Exploitation Conference - Leeds	4.2
12/03/2013	subsistence	Troubled family workshop - London	3.8
21/02/2013	Parking	PCC public meeting - Keighley	2
28/03/2013	Parking	PCC - Halifax	0.5
12/02/2013	subsistence	Parliamentary Conference House of Commons	5.97
14/02/2013	Parking	Basement recovery project - Halifax	1
27/02/2013	Rail	Partnership through innovation - Leeds	5.7
05/12/2012	Parking	Audit - Leeds	6
09/01/2013	Parking	Audit - Gildersome	2.5
27/03/2013	Parking	Audit - Huddersfield	2
01/03/2013	Parking	Audit - Barnsley	2.2
14/03/2013	Parking	Audit - Humberside	3.4
19/03/2013	Parking	Audit - Humberside	2.7
08/02/2013	Parking	Audit - Humberside	10
12/02/2013	Parking	Audit - Humberside	2.7
11/05/2013	subsistence	Leeds Magistrates Association AGM	5.79



13/05/2013	subsistence	Huddersfield University	5
15/05/2013	subsistence	Leeds Community Safety Partnership	3.85
16/05/2013	subsistence	Dewsbury area meeting	2.8
28/05/2013	subsistence	Kirklees Community Safety Partnership	3.59
06/06/2013	subsistence	Huddersfield NPT event	1.68
07/06/2013	subsistence	Partnership Executive Group Leeds	0.9
07/06/2013	subsistence	Positive Futures	5.29
17/05/2013	TAXI	Bradford Community Safety Partnership	3.4
28/05/2013	Parking	Huddersfield Community Safety Partnership	3
04/06/2013	Parking	Local launch event - Elland	1.2
04/06/2013	Parking	Local launch event - Halifax	1.4
05/06/2013	Parking	local launch event - Keighley	1.5
05/06/2013	Parking	Local launch event - Saltaire	1.5
07/06/2013	Parking	Local launch event - Huddersfield	3
07/06/2013	Parking	Local launch event - Leeds	5.7
07/05/2013	Rail	LCJB - Victims & Witnesses group - Bradford	6.9
16/05/2013	Rail	Leeds Council Scrutiny mtg	3.75
15/04/2013	Parking	Cohesion Project Board - Leeds	7.2
13/05/2013	Parking	PCC surgery visit - Keighley	0.6
16/04/2013	Parking	Audit - Leeds	3
17/04/2013	Parking	Audit - Kirklees	5.4
24/04/2013	Parking	Audit - Kirklees	4
25/04/2013	Parking	Audit - Kirklees	4
13/05/2013	Parking	Audit - Oldham	3.5
22/05/2013	Parking	Audit - Humberside	6
22/05/2013	Parking	Audit - Hull	5.5
21/06/2013	Parking	Audit - Hull	5.5
07/06/2013	Rail	Partnership executive group - Leeds	3.2
14/06/2013	Rail	Business Crime Seminar - York	16.6
27/06/2013	Rail	How do you solve a problem like crime event - Huddersfield	6.4
05/06/2013	Parking	Question & Answer session - Bradford	5.5
25/06/2013	Parking	meetings - Bradford	5.9
27/06/2013	Rail	Attending crime conference - Huddersfield	6.4
25/06/2013	Reimbursement of professional fees	50% Annual membership fee of CIPD	69

**Purchase Card Transactions**

<b>Date</b>	<b>Supplier</b>	<b>Amount</b>
23/11/2012	Lyreco - stationery	£34.06
28/11/2012	Lyreco - stationery	£117.75
04/12/2012	Lyreco - stationery	£98.83
04/12/2012	Cleansave	£35.93
05/12/2012	Lyreco - stationery	£13.22
06/12/2012	Lyreco - stationery	£12.78
08/12/2012	Lyreco - stationery	£115.80
13/12/2012	Lyreco - stationery	£20.30
14/12/2012	Enterprise	£30.95
19/12/2012	Oyster card - auto top-up	£20.00
19/12/2012	Oyster card - auto top-up	£20
22/12/2012	Lyreco - stationery	£93.12
29/12/2012	Lyreco - stationery	£59.27
01/01/2013	Lyreco - stationery	£10.88
04/01/2013	Lyreco - stationery	£30.68
05/01/2013	Lyreco - stationery	£51.96
08/01/2013	Lyreco - stationery	£97.07
11/01/2013	Lyreco - stationery	£33.83
12/01/2013	Lyreco - stationery	£10.37
17/01/2013	Lyreco - stationery	£81.00
21/01/2013	Amazon	£4.99
22/01/2013	Lyreco - stationery	£44.62
22/01/2013	Amazon	£5.89
29/01/2013	Lyreco - stationery	£229.14
30/01/2013	Amazon	£3.85
13/02/2013	Lyreco - stationery	£25.26
14/02/2013	Oyster card - auto top-up	£20.00
14/02/2013	Amazon	£79.99
16/02/2013	Lyreco - stationery	£16.20
20/02/2013	Lyreco - stationery	£23.79
27/02/2013	Lyreco - stationery	£116.40
09/03/2013	Lyreco - stationery	£27.65
14/03/2013	Lyreco - stationery	£99.85
14/03/2013	Oyster card - auto top-up	£20.00
16/03/2013	Lyreco - stationery	£36.80
06/04/2013	Lyreco - stationery	£428.60
10/04/2013	Lyreco - stationery	£32.63
25/04/2013	Lyreco - stationery	£180.58
30/04/2013	Project - office furniture	£149.10
08/05/2013	Lyreco - stationery	£106.07
09/05/2013	Project - office furniture	£45
17/05/2013	Enterprise	£31
17/05/2013	Lyreco - stationery	£83
21/05/2013	Lyreco - stationery	£186.12
31/05/2013	Oyster card - auto top-up	£20
12/06/2013	Sign Holders	£20
14/06/2013	Enterprise	£59.98
18/06/2013	Lyreco - stationery	£117.41
02/07/2013	Lyreco - stationery	£170.86

The Office of the Police and Crime Commissioner (OPCC) has 44 volunteer independent custody visitors. Independent custody visitors may claim mileage and parking expenses and are paid an allowance of £30 per year towards their telephone expenses. You can find more information about the OPCC custody visiting scheme via this link: <http://www.westyorkshire-pcc.gov.uk/get-involved/custody-visiting.aspx>

The names of individual custody visitors have been redacted from the information provided because we consider that an exemption applies under section 40(2) of the Freedom of Information Act.

Section 40 of the Freedom of Information Act states that:

- (1) Any information to which a request for information relates is exempt information if it constitutes personal data of which the applicant is the data subject.
- (2) Any information to which a request for information relates is also exempt information if-
  - (a) it constitutes personal data which do not fall within subsection (1), and
  - (b) either the first or the second condition below is satisfied
- (3) The first condition is-
  - (a) in a case where the information falls within any of the paragraphs (a) to (d) of the definition of 'data' in section 1(1) of the Data Protection Act 1998, that the disclosure of the information to a member of the public otherwise than under this Act would contravene-
    - (i) any of the data protection principles, or
    - (ii) section 10 of that Act (right to prevent processing likely to cause damage or distress), and
  - (b) in any other case, that the disclosure of the information to a member of the public otherwise than under this Act would contravene any of the data protection principles if the exemptions in section 33A(1) of the Data Protection Act 1998 (which relate to manual data held by public authorities) were disregarded.
- (4) the second condition is that by virtue of any provision of Part IV of the Data Protection Act 1998 the information is exempt from section 7(1)(c) of that Act (data subject's right of access to personal data).

Lists of payments made to named independent custody visitors is considered to be personal information relating to those individuals. The OPCC

considers that releasing this information would contravene the first data protection principle – the processing must be fair.

In assessing the fairness of disclosure account has been taken of the individuals' reasonable expectations and the balance between these expectations and any legitimate public interest in disclosure.

#### Reasonable expectations

The information relates to the individual's voluntary rather than professional role. Information is published in the OPCC publication scheme about the operation of the custody visiting scheme and the matters raised by custody visitors. Individuals would have a reasonable expectation that activities that they undertake outside of their professional lives would attract less disclosure.

Custody visitors are not responsible for decision making or expenditure of public funds – operating as independent checks on the conditions that detainees are held in. Neither do custody visitors represent the OPCC or act as spokespeople. For these reasons their expectations of privacy would be high.

Finally, on appointment independent custody visitors are assured of privacy and their personal details are not included in the OPCC publication scheme or in other information published by the OPCC.

#### Public interest

There is a legitimate public interest in expenditure of public money and in the OPCC securing value for money.

There is also a significant public interest in the arrangements that are in place to check on the conditions in which detainees are held, to ensure that West Yorkshire Police adhere to statutory regulations in this regard and to demonstrate that the safeguards are effective.

#### Balancing the right to privacy and legitimate public interest

Information is provided to show the expenses that can be claimed by independent custody visitors and a significant amount of information is already available on the OPCC website (xxxxxxxxxxxxx) to show how many visits are made to custody suites and the issues that are raised and resolved. This satisfies the public interest in the operation of the independent custody visiting scheme.

Information is provided to show payments that have been made (without including personal information) and this satisfies the public interest in financial accountability.

On balance, disclosing the names of independent custody visitors is not necessary to fulfil the public interest and would be unfair; contravening the first data protection principle.