

FY22/23	Trans.date	Acc(T)	Description	Amount	Type of Cost
Q1	30/11/2021	UK travel	Outstanding Loddon Cars invoices for 2021/22 - Travel costs for VC attendance at meetings at School Green, TVSP and Reading Station (Invoice 644). Various dates.	103.2	Invoice
Q1	31/07/2021	UK travel	Outstanding Loddon Cars invoices for 2021/23 - Travel costs for VC attendance at High Sheriff Multi Faith Service (Invoice 289). Various Dates	133.2	Invoice
Q2	04/11/2022	UK travel	Yellow Cars - Transport for VC attendance at TVSP event and keynote at Business Alliance Dinner in Slough (Invoice 03243). Various dates	176.76	Purchase Card
Q2	15/12/2022	UK travel	Yellow Cars - Transport post Council Meeting (Invoice 3325) (22.11.22)	42	Purchase Card
Q3	22/02/2023	UK travel	London Oxford Taxis - Transport post OUTC Annual Dinner (10.02.23)	90	Purchase Card
Q3	17/02/2023	UK subsistence	Hotel Accommodation in Cardiff for UUK Dinner and Meeting (02.03.23)	97.78	Purchase Card
Q4	06/06/2023	UK travel	Yellow Cars - Taxi to speaking engagement due to flat tyre (06.06.23)	18	Purchase Card
Q4	14/07/2023	UK travel	London Oxford Taxis - Return transport HEPI Roundtable (train not possible due to bridge work) (04.05.23)	168	Purchase Card
Total				£828.94	

N.B. The University of Reading does not provide a car or driver for the Vice-Chancellor. In accordance with our Travel and Other Expenses, Benefits, Hospitality and Gifts Policy, the Vice-Chancellor uses public transport wherever possible. On occasion the Vice-Chancellor will use taxis due to the nature or the time of the journey. The invoices are often for multiple journeys.

The report shows the transaction date on which expenses were repaid and so on occasion the report may include costs relating to expenses in a different quarter.