

Expenses from 1 February 2016 to 31 July 2016

Vice-Chancellor expenses and travel/subsistence for February 2016 to July 2016.

We publish this information on a voluntary basis in order to provide details of the travel, accommodation and subsistence costs for the Vice-Chancellor in the course of performing his duties for the University.

Details of the total emoluments including salary, pension and benefits in kind for the Vice-Chancellor are published in the [University's financial accounts](#).

For the post of Vice-Chancellor, the proposed purpose and duration of all overseas trips are approved in advance by the Pro-Chancellor and Chair of Council. All expense claims and travel and subsistence costs are checked by an authorised signatory before approval in accordance with the University's financial regulations.

Month	Location	Purpose	Nature of cost / duration	Amount (£)
February 2016	London	Meetings	Accommodation	438
			Travel (road/rail/air)	329
			Hospitality	131
	Coventry	Meetings	Hospitality	60
	Birmingham	Meetings	Travel (road/rail/air)	20
February '16 total:				£978
March 2016	Singapore / Indonesia (>5)	Meetings / Alumni Event	Travel (road/rail/air)	3,420
			Accommodation	1017
	London	Meetings	Travel (road/rail/air)	210
			Accommodation	173
	Birmingham	Meetings	Travel (road/rail/air)	18
	Manchester	Meetings	Travel (road/rail/air)	103
			Subsistence	7
March '16 total:				£4,948
April 2016	Beijing (>5)	Meetings	Travel (road/rail/air)	4,711
			Accommodation	1,171
	London	Meetings	Hospitality	154
			Travel (road/rail/air)	86
			Accommodation	220
April '16 total:				£6,342
May 2016	Brussels	European Guild of Research Intensive Universities	Travel (road/rail/air)	581
	Oxford	Meetings	Hospitality	113
	London	Meetings	Travel (road/rail/air)	86
May '16 total:				£780
June 2016	Hong Kong / Singapore (>5)	Meetings / Alumni Event	Travel (road/rail/air)	3,318
			Subsistence	12
			Accommodation	939
	London	Meetings	Travel (road/rail/air)	216
June '16 total:				£4,485
July 2016	London	Meetings	Hospitality	155
			Travel (road/rail/air)	100
	London	Meetings	Accommodation	624
			Travel (road/rail/air)	65
July '16 total:				£944
Total				£18,477

Notes

1. Travel

This includes air, rail and road travel. Due to the amount of travel that the VC is required to undertake and that he is required to work while he travels, the University permits under the terms of the Vice-Chancellor's contract business class travel.

2. Purpose

Commitments include but are not exclusive to:

- Meetings with partner organisations, promotion of the University in key recruitment markets, alumni engagement events and fundraising, and higher education sector meetings;
- Participation in governmental events overseas – both UK ministerial visits and foreign government invitations;
- Other University-related commitments such as external speaking, board membership or meeting engagements (some of which may be reimbursed by the organisers).

3. Accommodation

<5 indicates where an overseas trip is up to and including five days' duration; >5 indicates where a trip is more than five days' duration.

4. Reimbursable costs

This includes where travel, accommodation or subsistence costs are associated with the VC's professional commitments not directly associated with the University and these are eligible to be reclaimed by the University. It also includes where the VC has made a personal contribution to the costs of an engagement. Where costs have been paid directly by an external organisation, these are not listed.

	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Total by type of spend
Subsistence		£7			£12		£19
Travel (road/rail)	£349	£331	£86	£86	£216	£165	£1,233
Travel (air)		£3,420	£4,711	£581	£3,318		£12,030
Accommodation	£438	£1,190	£1,391		£939	£624	£4,582
Hospitality	£191		£154	£113		£155	£613
Total by month	£978	£4,948	£6,342	£780	£4,485	£944	£18,477