

## INTERNATIONAL COUNCIL OF EDUCATION ADVISERS (ICEA)

### Travel & Accommodation Expenses

#### First Meeting – 31 August – 1 September 2016

(release document attached to email)

Carol Campbell's Flight - £1,996.36

Total Accommodation Cost - £8,428

#### Second Meeting – 27 February - 28 February 2017

#### TRAVEL & HOTEL EXPENSES

Individual	Description	Cost
Avis Glaze	Flight	£4,199.55
Allison Skerrett	Flight	£1,145.26
	Taxi	£23.00
	Taxi	£11.50
	Taxi	£47.86
	Taxi	£45.71
	Airport breakfast	£6.55
	Hotel expenses	£57.95
Alma Harris	Flight	£183.96
	Taxi	£163.50
Andy Hargreaves	Flight	£4,498.21
	Taxi	£19.83
	Taxi	£60.39
	Phone call from Vancouver Hotel to DFM	£109.25
Carol Campbell	Flight	£2,393.73
Pak Tee Ng	Flight	£5,560.15
	Taxi	£24.00
	Taxi	£20.00
Pasi Sahlberg	Flight	£320.33
	Taxi	£35.76
	Taxi	£19.06
	<b>Total</b>	<b>£18,945.55</b>

## ACCOMMODATION

### *Apex – Grassmarket Edinburgh*

Individual	Dates	Nights	Cost
Avis Glaze	26/2/17 – 1/3/17	4	
Allison Skerrett	25/2/17 - 28/2/17	4	
Alma Harris	26/2/17 – 28/2/17	3	
Andy Hargreaves	24/2/17 – 27/2/17	4	
Carol Campbell	26/2/17 – 28/2/17	3	
Christopher Chapman	26/2/17 – 28/2/17	3	
Graham Donaldson	26/2/17 – 27/2/17	2	
Pak Tee Ng	26/2/17 – 28/2/17	3	
Pasi Sahlberg	26/2/17 – 28/2/17	3	
	<b>Total</b>	<b>29</b>	<b>£3322.50</b>

### *London Heathrow Airport Hotel*

Individual	Date	Nights	Cost
Andy Hargreaves	28/2/17	1	£244.98

### Third Meeting – 20 September - 21 September 2017

## TRAVEL

Individual	Description	Cost
Avis Glaze	Flight	£4,920.00
Allison Skerrett	Flight	£3,910.72
	Room Service	£100.05
	Meal	£23.62
	Taxi	£21.00
Alma Harris	Flight	£292.02
Andy Hargreaves	Flight	£3,368.37
	Taxi	£28.35
	Taxi	£25.00
	Train	£43.96
	Meal	£11.49
Carol Campbell	Flight	£599.21
Pak Tee Ng	Flight	£5,592.53
	Taxi	£25.00
Pasi Sahlberg	Flight	£511.00
	<b>Total</b>	<b>£19,432.32</b>

## ACCOMMODATION

### *Hilton Garden Inn – Glasgow*

<b>Individual</b>	<b>Dates</b>	<b>Nights</b>	<b>Cost</b>
Avis Glaze	18/9/17 – 22/9/17	5	
Allison Skerrett	17/9/17 – 22/9/17	6	
Alma Harris	19/9/17 – 21/9/17	3	
Andy Hargreaves	19/9/17 – 21/9/17	3	
Carol Campbell	18/9/17 - 21/9/17	4	
Christopher Chapman	19/9/17 – 21/9/17	3	
Graham Donaldson	19/9/17 – 21/9/17	3	
Pak Tee Ng	19/9/17 – 22/9/17	4	
Pasi Sahlberg	19/9/17 – 21/9/17	3	
	<b>Total</b>	<b>34</b>	<b>£2346</b>

### *Manchester Piccadilly Hotel*

<b>Individual</b>	<b>Date</b>	<b>Nights</b>	<b>Cost</b>
Andy Hargreaves	22/09/17	1	£156.75

**N.B. No travel costs were incurred by ICEA members not listed above.**