

30 April 2008

Our ref: R00039

## **Freedom of Information request - SEEDA's expenditure and staff numbers**

*Your request was:*

- 1. The SEEDA Scheme of Allowances for Board members for 2007/08 if there is one. Or the list of remuneration for Board members. This to include the Basic remuneration and any special responsibility payments. Also the mileage rate used to reimburse Board members for any approved mileage.*
- 2. The SEEDA Scheme of Allowances for Board members for 2008/09 if there is one. Or the list of remuneration for Board members. This to include the Basic remuneration and any special responsibility payments. Also the mileage rate used to reimburse Board members for any approved mileage.*
- 3. The actual remuneration and expenses paid to Board members in the financial year 2006/7.*
- 4. The actual remuneration and expenses paid to Board members in financial year 2007/8.*
- 5. Whether there is a Remuneration Committee or Independent Remuneration Panel for SEEDA that advises on or determines the remuneration of Board members and if so, please supply the minutes of such a meeting from 1 April 2005 to the present.*
- 6. SEEDA's total gross expenditure (both revenue and capital) in 2007/8 and the number of employees on average through the financial year as measured by full-time equivalents.*
- 7. SEEDAs budgeted gross expenditure for 2008/9 (both revenue and capital) for 2008/9 and the number of employees on average through the budgeted financial year as measured by full-time equivalents.*

**The detailed responses to your queries are set out below:**



## **1. The SEEDA Scheme of Allowances for Board members for 2007/8**

The remuneration of the Board is set by the Department for Business, Enterprise and Regulatory Reform (BERR). The basic remuneration for 2007/08 is £8,316 for a Board Member, £78,413 for the Chair and £16,631 for the Deputy Chair.

The terms of Appointment for Board members are issued by BERR and they state that they are entitled to reimbursement of business expenses in accordance with the rules for SEEDA staff which are laid down in our Financial Procedures (a copy of the relevant section is attached). Business mileage is paid at 40p per mile for the first 10,000 miles and the remainder is paid at 25p per mile in line with the recommended business mileage rates by the Inland Revenue.

## **2. The SEEDA Scheme of Allowances for Board members for 2008/9**

The Financial Procedures and the mileage rate will remain the same for 2008/09. BERR have not yet advised us on any potential change in the remuneration of Board members in 2008/09.

## **3. Remuneration and Expenses paid to Board members in 2006/7**

Board Member salaries: £209,203  
Board Member expenses: £41,357 <sup>1</sup>

## **4. Remuneration and Expenses paid to Board members in 2007/8**

Board Member salaries: £209,420  
Board Member expenses: £27,174

Further details of the Board Members' remuneration are published (including a breakdown by individual Board members) in our annual reports & accounts which are available on the SEEDA website

[http://www.seeda.co.uk/Publications/Annual\\_Reports/](http://www.seeda.co.uk/Publications/Annual_Reports/)

## **5. SEEDA Remuneration Committee**

SEEDA Board Members are appointed by the Secretary of State at the Department of Business, Enterprise and Regulatory Reform (BERR). All RDA

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<sup>1</sup> Figure for 2006/7 includes £7,885.11 relating to expenses incurred in 2005/6 which were claimed and processed in the following financial year.

Board members' salaries are approved by Ministers and increases are determined by BERR in line with recommendations from BERR's Senior Salaries Review Body.

SEEDA does not hold minutes of the meetings of the Senior Salaries Review Body. We suggest you contact BERR directly if you wish to request this information. Full contact details are provided on the BERR Freedom of Information Homepage:

<http://www.berr.gov.uk/about/accessing-our-info/freedom-of-info-act/index.html>.

## **6. SEEDA's total gross expenditure and staff numbers 2007/8**

SEEDA will publish the information you have requested, once audited, in our Annual Report and Accounts which will be available on our website by the end of July 2008. The link to the relevant page is:

[http://www.seeda.co.uk/Publications/Annual\\_Reports/](http://www.seeda.co.uk/Publications/Annual_Reports/).

In accordance with Section 22 of the Freedom of Information Act, we decline to make the information available in advance of this publication.

## **7. SEEDA's budgeted gross expenditure and staff numbers 2008/9**

SEEDA has a budget of £92.8m Revenue and £74.3m Capital expenditure to cover project, administration and non-cash costs in 2008/9.

Proposals for the use of these resources can be found in SEEDA's draft Corporate Plan which can be downloaded from the SEEDA website [www.seeda.co.uk](http://www.seeda.co.uk). The final version is expected to be agreed by BERR after the local government elections in May.

The number of full time equivalents on average to be employed in 2008/09 has yet to be determined.