

11th June 2009

Our ref: R00113

Freedom of Information Request – Chief Executive Expenses.

Thank you for your Freedom of Information Request, dated 13th May 2009, concerning expenses incurred by the Chief Executive.

Your request to SEEDA is:

I am seeking details of your Chief Executive's expenses regarding hospitality and travel costs. I am specifically looking for details regarding the amount of money spent by the Chief Executive over the past two years on the following specific areas:

- 1. The amount of money spent on hospitality;*
- 2. Travel costs as broken down by mode of transport;*
- 3. The amount on first class or business class travel by train and air;*
- 4. The amount of money spent on taxis; and*
- 5. Where applicable, the amount of money spent on behalf of chauffeur-driven cars.*

I am seeking this information annually over the past two years.

Information requested

1. Hospitality in 07/08 and 08/09

The Chief Executive claimed expenses for money spent by her on hospitality of £265 in 2007/08 and £568 in 2008/9.

The hospitality figures quoted above represent lunches or dinners offered to representatives of other organisations in the normal course of business and paid for by the Chief Executive and reclaimed.

2. Travel costs by mode of transport for 07/08 and 08/09

Travel expenses claimed and corporate credit card payments made by the Chief Executive in 2007/08 and 2008/09 were as follows:

| Mode of Transport | 2007/08 | 2008/09 |
|-------------------------------|----------------|----------------|
| Private Cars (mileage claims) | £ 0 | £ 0 |
| Airlines | £ 512 | £ 102 |
| Train | £ 228 | £ 216 |
| Taxis | £ 1,136 | £ 1,040 |
| Private hire cars with driver | £ 0 | £ 0 |

The Chief Executive does not have a company or lease car nor does she claim mileage. Private hire car and other taxis are invoiced directly to SEEDA and are not expenses claimed by the Chief Executive.

SEEDA's region comprises 700,000 businesses, 74 local authorities, 83 MPs, 11 MEPs and covers an area that expands from Milton Keynes to the Isle of Wight to the East Kent coast. To work effectively with businesses and partners in a region of this scale, the Chief Executive considers travel an essential part of the role and cover many miles each week on SEEDA's behalf. She uses the most appropriate means of transport for each trip to ensure the hours spent travelling are productive. Wherever possible she avoids the cost of overnight hotels.

3. First- or business-class of travel in 07/08 and 08/09

First- or business-class travel expenses claimed by the Chief Executive in 2007/08 and 2008/09:

| | 2007/08 | 2008/09 |
|---------------------------|----------------|----------------|
| Airlines – First Class | £ 0 | £ 0 |
| Airlines – Business Class | £ 0 | £ 0 |
| Trains – First Class | £ 20 | £ 0 |

The Chief Executive normally travels by rail in standard class. The Chief Executive took 144 rail journeys in 2007/08, and the amount shown refers to one journey which was upgraded from a standard to 1st class ticket so that particularly urgent and confidential business telephone calls could be made.

4 and 5. Taxi and private hire costs for 07/08 and 08/09

The reply to questions 4 and 5 are set out in the answer to question 2 provided above.