

22<sup>nd</sup> June 2009

Our ref: R00115

## Freedom of Information Request – HR and Organisation Funding

### Your request to SEEDA is:

Could you please send me the following information:

1. a) *how much public funding did your organisation receive in the last financial year 2008-09?*  
b) *what was the total expenditure, including wages, of your organisation in the same period?*
2. a) *how many people are employed, full-time or part-time, by your organisation?*  
b) *in the financial year 2008-09, how much was paid in wages, and how much was claimed in staff expenses?*
3. a) *how many people are seconded to your organisation from a Government department / other publicly-funded body?*  
b) *in 2008-09, how many hours were worked by seconded employees and what was the estimated cost in wages of their secondment?*  
c) *how much was claimed in expenses by seconded employees?*
4. *which job vacancies in your organisation were advertised in the financial year 2008-09, and what was the salary offered?.*

### Information requested

#### 1a. **Public funding received by SEEDA in 08/09**

The total public funding received by SEEDA in 2008/09 was £161m. In addition, SEEDA received other grant income, including funding from European Sources.

#### 1b. **Total expenditure, including wages, in 08/09**

The total expenditure, including wages, for SEEDA in 2008/09 was £168m.



The information contained in 1a and 1b is not yet audited and is to be published in SEEDA's Annual Report which will be laid before Parliament ahead of the Summer Recess in July.

**2a. Total number of full- and part-time employees in 08/09**

At 31<sup>st</sup> March 2009, SEEDA employed 314 full-time equivalent staff.

**2b. Total spent in wages and claimed by staff in expenses in 08/09**

In the financial year 2008-09, SEEDA spent £13.5m on salary payments. This figure does not include employer-related National Insurance or pension contributions.

In total, SEEDA staff claimed a total of £648,886 in 2008/09 through expense and corporate credit card claims. This covers items such as travel, accommodation, subsistence and hospitality given. The largest component is travel. SEEDA's region comprises 74 local authorities, 83 MPs, 11 MEPs and some 700,000 businesses covering an area 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, travel is an essential part of the roles of some staff.

**3a. Total number of secondees to SEEDA in 08/09**

During the course of 2008/09, 16 individuals were seconded to SEEDA from a Government Department or other publicly-funded body.

**3b. Total number of hours worked by seconded employees and wage costs in 08/09**

SEEDA does not keep records of hours worked by individual seconded employees. However, in line with all other employees, our secondees are contracted to work 37 hours per week. The wage cost of the 16 people seconded to SEEDA was £505,000 in 2008/09, including National Insurance and pension contributions, as invoiced by the originating body.

**3c. Total cost of expenses claimed by secondees in 08/09**

The total cost of expenses and corporate credit card charges claimed by staff seconded to SEEDA in 2008/09 was £23,118. This covers travel, accommodation, subsistence and hospitality given.

**4. Job vacancies externally advertised in 08/09 with FTE salary offered**

The table below provides the details of permanent and fixed term appointments advertised by SEEDA during the financial year 2008-09.

| <b>Job Title(T)</b>   | <b>Reward - Annual Salary</b> |
|---|-------------------------------|
| Head of Business Transformation & Access                            | 62,482.00                     |
| RDPE Strategic Programme Manager                                    | 54,545.00                     |
| Deputy Area Director – Sussex                                       | 64,409.00                     |
| Resource & Development Advisor                                      | 37,000.00                     |
| Deputy Area Director Surrey and Berkshire                           | 64,409.00                     |
| Policy Co-ordination Manager  | 29,271.00                     |
| Head of Business Support  | 62,482.00                     |
| Area Director – MKOB  | 74,854.00                     |
| Senior Manager - Skills Brokerage                                   | 42,000.00                     |
| Area Assistant – Kent   | 18,468.00                     |
| Area Director Surrey & Berkshire                                    | 74,854.00                     |
| Senior Manager Employment & Skills Strategy & Development           | 48,233.00                     |
| Senior Innovation Manager   | 49,000.00                     |
| Area Policy Advisor   | 34,956.00                     |
| Area Assistant – Sussex   | 11,501.00                     |
| Area Assistant – Sussex   | 11,501.00                     |
| Area Policy Advisor, Surrey and Berkshire                           | 34,956.00                     |
| Area Assistant - Kent & Medway                                      | 21,277.00                     |
| South East Project Officer for the 2012 Games                       | 28,697.00                     |
| Executive Coordinator to Executive Director, Sustainable Prosperity | 26,000.00                     |
| Business Support & Enterprise Coordinator                           | 21,000.00                     |
| Area Assistant – Sussex   | 21,000.00                     |
| Area Assistant Surrey and Berkshire                                 | 21,000.00                     |
| Area Manager – MKOB   | 48,500.00                     |
| Policy Manager - Culture and Growth                                 | 35,000.00                     |
| Head of Business Innovation & Growth                                | 63,146.00                     |
| Area Assistant MKOB   | 23,000.00                     |
| Head of Learning and Development                                    | 53,475.00                     |
| Senior Socio-Economic Policy Manager                                | 40,529.00                     |
| Area Manager, Surrey and Berkshire                                  | 47,750.00                     |
| Head of Personal Development  | 34,956.00                     |
| Chief Operating Officer   | 120,000.00                    |
| Area Policy Advisor - Hants and Isle of Wight                       | 34,956.00                     |
| Policy Manager - Culture and Coast                                  | 11,578.00                     |
| ERDF Contract Executive   | 26,000.00                     |
| HR Manager  | 47,622.00                     |
| International Business Manager                                      | 28,697.00                     |
| Area Manager (Sussex)   | 47,622.00                     |
| Sustainable Business Campaign Manager                               | 30,000.00                     |
| Senior Thames Gateway Policy Manager                                | 47,665.00                     |
| Regional Planning Assistant   | 27,000.00                     |
| Head of Programme Office  | 54,545.00                     |
| Information Manager   | 29,271.00                     |
| Communications Director   | 73,386.00                     |

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| Director of Business Development                     | 80,000.00 |
| Board Manager  | 21,277.00 |
| Finance Director                                     | 70,000.00 |
| Assistant Director - Skills & Sustainable Prosperity | 62,482.00 |
| Head of Market Intelligence & Performance            | 45,000.00 |
| Head Of Stakeholder Management                       | 47,622.00 |
| Head of Internal Communications                      | 42,500.00 |
| Innovation Project Assistant                         | 20,000.00 |