



09 May 2019

Dear 

Freedom of Information Act 2000– Information request (ref: FOI_19-106)

We have now considered your request of 08 April 2019 for information relating to our Vice Chancellor's expenses.

Our response is on page 2 of this letter, together with a copy of your request, and in the accompanying document, FOI_19-106 Appendix A.

We hope this information will meet your requirements, however if you are not satisfied you have the right of appeal. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal within 40 working days of the date of this letter. In line with section 5.3 of the UK Government's Freedom of Information Act Code of Practice, we are not obliged to accept internal reviews after this date.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website:

https://ico.org.uk/Global/contact_us, or by telephone on 0303 123 1113.

Please note that any material over which UEA has copyright is released on the understanding that you will comply with all relevant copyright rules regarding reproduction and/or transmission of the information provided.

Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

Kirsty McDonald
Information Compliance Assistant
University of East Anglia

Response to Freedom of Information Act 2000 request (FOI_19-106)

I would like itemised expenses for the most recent calendar year (2018) plus any that are held for 2019.

The data for 2018 is in our response to your prior request, reference FOI_19-091¹. Data for 2019 is in the accompanying document, FOI_19-106 Appendix A.

Does the university record the total figure claimed by the VC for expenses anywhere?

No, the University does not currently record a total figure of claims by the VC.

If so, where is this total recorded and who sees it?

Not applicable - see response above.

What is the process for scrutinising or monitoring the VC's total claims?

The University's Chief Resource Officer will review expense claims and a summary will be submitted to the Chair of Council. There is a budget for travel and subsistence for the Vice-Chancellor's Office and this is reviewed on a routine basis as part of our standard monitoring of Head of Spending Unit reports.

¹ <https://portal.uea.ac.uk/information-services/strategy-planning-and-compliance/regulations-and-policies/information-regulations-and-policies/freedom-of-information/disclosure-log/financial-information/2019>