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[REDACTED]

22 October 2014

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (FOI_14-197)

We have considered your request of 29 September 2014, as clarified on 13 October and amended on 20 October, for information relating to the remuneration and expenses of the Vice-Chancellor and the remuneration committee at this institution. Our response is provided on pages 3-5 of this letter, together with a copy of your original request. We hope this response will meet your requirements.

However, some of the requested information is exempt from disclosure. Therefore, in accordance with section 17 of the Freedom of Information Act 2000 (FOIA) this letter acts as a partial Refusal Notice. The exemption is as stated below and we have indicated in the attached document where this exemption applies:

Exemption:	Reason:
s.22(1), Information intended for future publication	The remuneration of the Vice-Chancellor for 2013/14 will be published in our Annual Financial Statements in December 2014
s.40(2), Personal information	Disclosure of some of the requested information would contravene one of the data protection principles

With regard to the application of s.22(1), we believe that it is reasonable, in all circumstances, to withhold information relating to the remuneration of the Vice-Chancellor for 2013-14 pending our publication of this data within our annual financial statement in December 2014.

Application of the s.22(1) exemption requires us to consider the public interest in withholding or disclosing this information. We acknowledge there is a public interest in the remuneration of senior University personnel and that this interest will not be immediately satisfied. However, we believe that the intention of the University to publish this information in its usual fashion within the Financial Statement will allow the release of a verified amount accompanied by any necessary contextual information. We believe there is a stronger public interest in providing interested parties with the complete and final information relating to the remuneration of the Vice-Chancellor.

We have previously released a partially redacted version of the minutes of the Senior Officers Remuneration Committee (SORC) in response to a prior [request \(FOI 14-](#)

[057](#)¹. This included the Committee's recommendation for the remuneration of the Vice-Chancellor for 2013-14. It should be noted that this is only a recommendation and that the final, audited, accurate figure will be presented within the Financial Statement to be published in December 2014.

In regards the exemption under s.40(2), the latest minutes of the SORC were also subject to an [earlier request \(FOI 14-057\)](#)² under the Act and we would refer you to our response to that request for an explanation of why release of this information would breach one of the data protection principles.

Finally, pursuant to your rights under section 1(1)(a) of Freedom of Information Act 2000 to be informed whether information is held, we advise you that we do not hold some of the requested information. Specifically, the University does not hold the exact cost of the use of the University car and driver that can be attributed to use by the Vice-Chancellor. Nor does the University hold any information centrally on the number or frequency of flights cancelled by University staff in the period 01 August 2013 to 30 January 2014.

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.

You have the right of appeal against this response to your request for information. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address.

You must appeal our response within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner whose [contact details](#)³ can be found on their website.

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

Yours sincerely

David Palmer
Information Policy and Compliance Manager
University of East Anglia

¹ https://portal.uea.ac.uk/documents/6207125/6940785/FOI_14-057.pdf/638b411e-e45d-4d61-855f-a4cb238354a7

² https://portal.uea.ac.uk/documents/6207125/6940785/FOI_14-057.pdf/638b411e-e45d-4d61-855f-a4cb238354a7

³ https://ico.org.uk/Global/contact_us

Response to Freedom of Information Act 2000 request (FOI_14-197)

1. What were the emoluments of the vice-chancellor (including benefits in kind and pension contribution) in the year ending 31 July 2014?

[Information exempted pursuant to s.22(1), Freedom of Information Act]

Information exempted for the reasons noted in the above letter.

2. What were the emoluments for the vice-chancellor in the year ending 31 July 2014 within the following categories?

- a. Remuneration
- b. Benefits in kind
- c. Pension contributions

[Information exempted pursuant to s.22(1), Freedom of Information Act]

Information exempted for the reasons noted in the above letter.

3. How much (in pound sterling) did the vice-chancellor receive in personal expenses in the year ending 31 July 2014?

The Vice-Chancellor received £314.40 in personal expenses in the year ending 31 July 2014.

4. How much (in pound sterling) was spent on travel costs for the vice-chancellor in the year ending 31 July 2014?

Costs for taxi, train and air travel combined amounted to £971.04 for the year ending 31 July 2014.

[Information not held - s.1(1)(a), Freedom of Information Act]

The University owns and operates university pool cars and one driver, which is available for use by the Vice-Chancellor, other members of the Executive Team, and for VIP visitors. The University does not hold the exact cost of the use of University pool cars and a driver that can be attributed to use by the Vice-Chancellor.

5. Of the total amount of the travel costs identified in Q4, how much was spent on air fares?

Zero (0). There was no expenditure on air fares by the Vice-Chancellor in the year ending 31 July 2014.

6. How much of the total air fare spend identified in Q5 was on the following travel classes:

a. Economy

Not applicable – see Question 5.

b. Premium Economy

Not applicable – see Question 5.

c. Business

Not applicable – see Question 5.

d. First

Not applicable – see Question 5.

7. *How many pre-booked flights did the higher education institution cancel in the year between 1 August 2013 and 31 July 2014 and what was the total value of those flights (in pound sterling)?*

[Amended on 20 October to include only information held centrally]

Zero (0). No flights were cancelled using our preferred supplier in the period 01 February 2014 to 31 July 2014.

[Information not held - s.1(1)(a), Freedom of Information Act]

There is no data held centrally for the period 01 August 2013 to 31 January 2014.

8. *How much (in pound sterling) was spent on hotel accommodation for the vice-chancellor in the year ending 31 July 2014?*

A total of £1756.58 was spent on hotel accommodation for the Vice-Chancellor in the year ending 31 July 2014.

9. *How many members of staff (excluding the vice-chancellor) at the university had emoluments (excluding pension costs but including benefits in kind) within the following remuneration bands in the year ending 31 July 2014:⁴*

£100,000-£149,999 – Twenty-five (25)

£150,000-£199,999 – Nine (9)

£200,000-£249,999 – One (1)

£250,000-£299,999 – Zero (0)

£300,000-£349,999 – Zero (0)

£350,000-£399,999 – Zero (0)

10. *How many members does the university's Remuneration Committee have?*

There are four (4) members of the Senior Officers Remuneration Committee (SORC).

11. *How many members of the university's Remuneration Committee are paid employees of the university?*

One (1) member of the SORC is a paid employee of the University.

12. *How many independent members (defined as external and independent of the institution) of the university's governing body are members of the Remuneration Committee?*

Three (3) independent members of the University's governing body are also members of SORC.

⁴ These figures represent received emoluments in the year ending 31 July 2014; there were no benefits in kind for the staff listed within the specified time period.

13. *Is the vice-chancellor of the university a member of the Remuneration Committee?*

The Vice-Chancellor is a member of SORC save in respect of his own remuneration and conditions of appointment.

14. *We would like to request a copy of the most recently ratified minutes for the Remuneration Committee. Please could a copy be emailed to:* [REDACTED]

This information has been released pursuant to an earlier request and the information is contained within [the Appendix](#)⁵ to our response to that request.

[Information exempted pursuant to s.40(2), Freedom of Information Act]

Some of the information is exempted from release for the reasons noted in our previous response.

15. *Does this higher education institution belong to any membership organisations and if so:*

[Clarified on 13 October as being membership in any university mission groups – groups of HEIs that organise together along a shared mission and through that group collectively campaign to influence public policy. For example, University Alliance, million+, GuildHE, and the Russell Group]

UEA is not currently a member of a mission group.

a. *Please state the name of the organisations below:*

Not applicable – see above response.

b. *Please state the annual membership fee for each organisation below:*

Not applicable – see above response.

⁵ https://portal.uea.ac.uk/documents/6207125/6940785/FOI_14-057-A.pdf/d836d360-67f9-4f7e-aa92-aa554d12483e