

From: Freedom of Information

Sent: 14 June 2021 14:57

To:

Subject: Freedom of Information Response (Our Ref: K/21/122)

Dear

Freedom of Information Response (Our Ref: K/21/122)

Thank you for your Freedom of Information (FOI) request dated 8 March 2021, reference K/21/122. Please accept our sincere apologies for the delay in responding to your request.

Your request read:

“In the academic year 2019-2020, AND the academic year 2020-21 up to present:

- What is the total annual salary of this University's Vice-Chancellor.
- What is the total amount of expenses that this University has paid to its Vice-Chancellor. Please break down each of the Vice-Chancellor's expenses claims in as much detail as possible, including but not limited to: travel expenses (mode of transport/travel provider/how many trips etc), accommodation expenses (university house/hotels etc), food/drink (type of food and drink, quantity, etc).
- What is the total amount of expenses that this University has paid to its Executive Board (all senior managers excluding the Vice-Chancellor, whose claims will be listed separately, as noted in Bullet 1). Please break these down in as much detail as possible.
- What is the total amount claimed by the Vice-Chancellor of this University through a University credit-card or equivalent charge-card? Please break these down in as much detail as possible.
- What is the total amount claimed by the Executive Board of this University through a University credit-card or equivalent charge-card (excluding the Vice-Chancellor, whose claims will be listed separately, as noted in Bullet 3)? Please break these down in as much detail as possible.”

The University of Leeds holds this information. For your convenience we have responded to each of your questions in turn below.

1. What is the total annual salary of this University's Vice-Chancellor

The salary for the Vice-Chancellor in 2019/20 is set out in our [2019/20 Annual Report and Accounts](#) (page 63).

The salary for the Vice-Chancellor in 2020/21 is set out on the [Emoluments of the Vice-Chancellor](#) page on our website.

2. What is the total amount of expenses that this University has paid to its Vice-Chancellor. Please break down each of the Vice-Chancellor's expenses claims in as much detail as possible, including but not limited to: travel

expenses (mode of transport/travel provider/how many trips etc), accommodation expenses (university house/hotels etc), food/drink (type of food and drink, quantity, etc).

3. What is the total amount of expenses that this University has paid to its Executive Board (all senior managers excluding the Vice-Chancellor, whose claims will be listed separately, as noted in Bullet 1). Please break these down in as much detail as possible.
4. What is the total amount claimed by the Vice-Chancellor of this University through a University credit-card or equivalent charge-card? Please break these down in as much detail as possible.
5. What is the total amount claimed by the Executive Board of this University through a University credit-card or equivalent charge-card (excluding the Vice-Chancellor, whose claims will be listed separately, as noted in Bullet 3)? Please break these down in as much detail as possible

We are withholding this information under section 22 of the Freedom of Information Act. Section 22 sets out that information is exempt from disclosure where the information is intended for future publication. The expenses of the Vice-Chancellor and other senior members of staff (including charges on university charge cards) are published as part of our [Publication Scheme](#). The ongoing coronavirus pandemic has delayed the publication of more recent expense information. However, there remains a settled intention to publish this information and as such section 22 is engaged.

Section 22 is a qualified exemption, which means we are required to consider whether the public interest is in favour of withholding or releasing the information.

We recognise the public interest in expense information, and publish information accordingly. However, we do not consider that this general public interest outweighs the more specific public interest arguments associated with withholding the information, which we have set out below.

The coronavirus pandemic continues to impact on our ways of working, with the vast majority of staff continuing to work remotely. This presents a practical problem; some information in relation to expenses (e.g. original receipts) are held in physical copy on campus. Access to campus continues to be restricted in order to break the chain of transmission of the covid-19 virus. Releasing the information you have requested ahead of its delayed, but planned, publication would therefore necessitate a number of staff members to go onto campus, risking transmission of the coronavirus. This would not be in the wide public health interest, and would unnecessarily risk the health and safety of those individuals.

Collation and publication of expense data requires input from a range of teams and departments, including the office of the individual who has made the claim, the finance department which makes payments, the Information Governance team which collates the information and prepares it for publication, and the web team which makes the information available on the website. We have needed to remain responsive to changing priorities and new requirements which have arisen throughout the course of the pandemic. It is therefore necessary to delay the publication of expense information, until such time as we are able dedicate resource

to this work. It is not possible for us to do so while facing the increased pressures of the pandemic. To release this information at this stage would not be in the public interest, as it would divert already strained resources away from our essential business activities.

We are therefore satisfied that the public interest is in favour of maintaining the exemption, and withholding the information until it is published.

We hope this information is helpful. If you have any questions about this email, however, please do not hesitate to contact us on foi@leeds.ac.uk

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you can request an Internal Review. Requests for Internal Review should be made in writing using the following contact information:

Post: Mr D Wardle
Deputy Secretary
The University of Leeds
Leeds
LS2 9JT

Email: foi@leeds.ac.uk

Requests for Internal Review should be submitted within 40 working days of receiving the University's response to your request. Further information about how the University manages Freedom of Information requests and about our complaints procedure is also available on our website (www.leeds.ac.uk).

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the review/complaints procedure provided by the University. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely

Chloe Wilkins
Freedom of Information Officer

Secretariat
University of Leeds