

07 October 2014

James Halinson

Sent by email: request-227973-7aee47cd@whatdotheyknow.com

Dear James,

Freedom of Information request: Travel Policy and Expenses - ref PSU – 70 – Additional Questions

Thank you for your additional questions related to your Freedom of Information request submitted on the 17 September 2014 in which you requested the following:

Your Request:

I note that the expenses for the past year were significantly higher than the prior year. Could you please send a list of all trips where the cost was greater than £1000 per trip along with details of where the trip was to and from and the cost per trip/stay.

Our response:

I can confirm that ESRC holds some of the information that you have requested. Our response is detailed below:

The main reason for the total expenses being higher in 2013/14 reflects how the data on travel expenses was available for reporting. In order to collect and report the data the invoices from the Council's travel provider needed to be examined. In 2013/14 there was more use of the travel contract by staff which is reflected in the higher figure. The figures in earlier years would not have included all expenditure so the figures are not directly comparable.

Please find in the table below the travel expenses for ESRC for 2013/14 for a single transaction was over £1000. The way the data is stored within our legacy system, we are unable to provide you with a list of trips or the time spent at each destination. ESRC doesn't hold this data. The table below gives you the type of travel related activity, destination, invoice amount and date.



POLARIS HOUSE,
NORTH STAR AVENUE,
SWINDON, SN2 1UJ
TELEPHONE 01793 413000
FACSIMILE 01793 413001
<http://www.esrcsocietytoday.ac.uk>

Type of Travel	Destination	Invoice Amount	Date
LHR-CPT	Flight to Cape Town SA	£ 1,802.69	05-Feb-14
LHR-DEL	Flight to Delhi India	£ 1,667.86	05-Feb-14
LHR-DEL	Flight to Delhi India	£ 1,776.65	05-Nov-13
Rail season ticket	Rail season ticket	£ 3,624.63	05-Nov-13
PEK-LHR	Flight to Beijing China	£ 1,118.33	05-Oct-13
NRT-YYZ-YUL	Flights to Toronto, Montreal and Tokyo	£ 4,092.07	05-Oct-13
YUL-YYZ-PEK	Flights to Toronto, Montreal and Beijing	£ 4,250.82	05-Oct-13
LHR-NRT*	Flight to Tokyo	£ 5,253.17	05-Oct-13
LHR-NRT^	Flight to Tokyo	£ 3,751.54	05-Oct-13
LHR-NRT	Flight to Tokyo	£ 1,558.13	05-Oct-13
LHR-YUL	Flight to Montreal Canada	£ 1,269.91	05-Oct-13
LHR-YUL	Flight to Montreal Canada	£ 1,519.05	05-Sep-13
LHR-CPT	Flight to Cape Town SA	£ 2,230.42	05-Sep-13
LHR-DEL	Flight to Delhi India	£ 1,149.58	05-Sep-13
YEG-YYC-LHR	Flight to Edmonton and Calgary Canada	£ 1,237.75	05-Aug-13
LHR-IAD	Flight to Washington USA	£ 1,630.45	05-Jul-13
LHR-IAD	Flight to Washington USA	£ 1,583.68	05-May-13
USA Flight	Flight to USA	£ 2,034.44	05-Apr-13
LHR-GRU	Flight to Sao Paulo Brazil	£ 1,894.90	05-Mar-14
LHR-GRU	Flight to Sao Paulo Brazil	£ 2,753.36	05-Mar-14
LHR-DEL	Flight to Delhi India	£ 2,207.40	05-Feb-14
LHR-PEK	Flight to Beijing China	£ 2,368.96	05-Feb-14
LHR-DEL	Flight to Delhi India	£ 1,821.10	05-Feb-14
LHR-BLR	Flight to Bangalore India	£ 2,865.00	05-Feb-14
LHR-DEL	Flight to Delhi India	£ 2,734.15	05-Nov-13
Rail season ticket	Rail season ticket	£ 8,367.60	04-Oct-13
Overseas Accomodation	8 - 17 October 2013 ISSC General Assembly Canada	£ 1,047.57	16-Oct-13
Hotel Reservation	Conference booking	£ 1,022.50	01-May-13
Hotel Reservation	Conference booking	£ 1,083.00	29-May-13
Hotel Reservation	Conference booking	£ 1,504.30	02-Oct-13
*£3720 refunded			
^£1224.11 refunded			

The purchase of the Rail Season tickets was assessed as the most cost effective approach for travel given the frequency of meetings in London.

I hope this answers your questions.

If you have any queries about this response please contact me, or if you are unhappy with the service you have received in relation to your request and wish to request a review of our decision, please write to:

The FOI Complaints Officer
Information Services
PSU
Polaris House
North Star Avenue
Swindon Wiltshire SN2 1UJ
Tel 01793 413 000
E Mail: informationcharter@esrc.ac.uk



INVESTOR IN PEOPLE

POLARIS HOUSE,
NORTH STAR AVENUE,
SWINDON, SN2 1UJ
TELEPHONE 01793 413000
FACSIMILE 01793 413001
<http://www.esrc.ac.uk>

Please quote the reference number above in any future communications.

If you are still not content with the outcome of the review, you may apply to refer the matter to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the review procedure provided by ESRC. The Information Commissioner can be contacted at:

Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Enquiry/Information Line: Between 9am and 5pm Monday to Friday 0303 123 1113 or 01625 545745

Further information about the Office of the Information Commissioner can be found at <http://www.ico.gov.uk/>

Yours sincerely

Carl Thompson



Information Manager
Professional Support Unit

Working in support of Arts and Humanities Research Council, Economic & Social Research Council, Engineering & Physical Sciences Research Council



INVESTOR IN PEOPLE

POLARIS HOUSE,
NORTH STAR AVENUE,
SWINDON, SN2 1UJ
TELEPHONE 01793 413000
FACSIMILE 01793 413001
<http://www.esrc.ac.uk>