

Our ref: 613313  
Your ref:

Gill Stevens  
Communications Group  
5<sup>th</sup> Floor  
123 Buckingham Palace Road  
London SW1W 9HA

[Name removed under the Data Protection Act]

Direct Line:  
27 July 2009

Dear [Name removed under the Data Protection Act]

## **YOUR FOI REQUEST**

Thank you for your request dated 15<sup>th</sup> June 2009. We acknowledge that this response is later than the timescales permitted by the legislation, please accept our apologies.

In your request you asked:

- 1) Details relating to the annual salaries of the chief executive and board members of your agency for the latest financial year for which figures are available (i.e. 2008-09, or 2007-08). If appropriate please provide a breakdown of this into basic salary and details of any bonuses which were paid last year.
- 2) Please could you also provide me with any receipts and claim forms for expenses claimed by these individuals during the same financial year?
- 3) I would also like to see copies of the hospitality register for your organisation, if such a thing exists, or any other details of any hospitality received last year by individuals named in questions 2 and 3 above.

Question 1.

This information is exempt under section 21 of the FOIA as it is reasonably accessible to you by other means. The latest published salaries of our Board members can be found in our annual report at <http://www.highways.gov.uk/aboutus/24184.aspx>.

Question 2.

We can confirm that we do hold copies of receipts and claims forms for expenses of our Board members. To locate, retrieve and collate this information to you would breach the appropriate limit under section 12 of the FOIA.

Question 3.

A copy of the hospitality entries for Board members can be found in annex A. In keeping with the spirit and effect of the Freedom of Information Act, all information is assumed to be releasable to the public unless exempt. We will, therefore, be releasing

to the public the information you requested, together with any related information that will provide a key to its wider context via our website: <http://www.highways.gov.uk/>

The information supplied to you continues to be protected by the Copyright, Designs and Patents Act 1988. You are free to use it for your own purposes, including any non-commercial research you are doing and for the purposes of news reporting. Any other re-use, for example commercial publication, would require the permission of the copyright holder.

If you are unhappy with the way we have handled your request, you may ask for an internal review. A leaflet detailing our internal review process is available. If you require a copy, please phone the Highways Agency Information Line on 08457 50 40 30; or e-mail [ha\\_info@highways.gsi.gov.uk](mailto:ha_info@highways.gsi.gov.uk). You should contact me if you wish to complain.

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. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

If you have any queries about this letter, please contact me. Please remember to quote the reference number above in any future communications.

Yours sincerely

Gill Stevens  
Head of Communications

Annex A – hospitality entries for Board members for the year June 2008- June 2009

| <b>Name of Board member – Graham Dalton</b> |   |  |
|---|---|--|
| Date  | Organisation name                             | Type of hospitality received                     |
| 07/07/08                                    | British Chamber of Commerce                   | Summer Reception                                 |
| 08/07/08                                    | The Road Safety Foundation                    | Breakfast  |
| 18/09/08                                    | London & Continental Railways                 | National Rail Awards                             |
| 26/09/08                                    | Balfour Beatty                                | Civil Engineering Contractors Association Awards |
| 07/10/08                                    | Institute of Advanced Motorists Foundation    | IAM Key Opinion Makers Informal Dinner           |
| 05/11/08                                    | Civil Engineering Contractors Association     | CECA Annual Dinner                               |
| 12/11/08                                    | EC Harris                                     | Pre-conference Dinner                            |
| 12/12/08                                    | Institute of Highways & Transport             | Annual Luncheon                                  |
| 14/01/09                                    | The Briefing Circle                           | Lunch  |
| 15/01/09                                    | County Surveyors Society                      | Annual Dinner                                    |
| 12/03/09                                    | Institute of Civil Engineers & Faber Maunsell | Prestige Lecture & Dinner                        |

| <b>Name of Board member – Nirmal Kotecha</b> |                      |                                      |
|--|----------------------|--------------------------------------|
| Date   | Organisation name    | Type of hospitality received         |
| 05/06/08                                     | IHT                  | IHT Awards Dinner                    |
| 10/06/08                                     | ICE & Faber Maunsell | Prestige Lecture & Dinner            |
| 03/07/08                                     | QPA                  | QPA's Showcase                       |
| 25/06/08                                     | PA Consulting        | MPA Lecture                          |
| 05/11/08                                     | Deloittes            | Public Sector Transport Supper       |
| 17/11/08                                     | Scott Wilson         | ICE & Scott Wilson Transport Lecture |
| 08/12/08                                     | Black Veath          | Utility Week Awards Dinner           |
| 11/12/08                                     | Amey                 | IHT Dinner                           |
| 12/12/08                                     | Balfour Beatty       | IHT Christmas Lunch                  |
| 12/01/09                                     | Balfour Beatty       | Centenary Celebrations               |
| 14/01/09                                     | Trett Consulting     | Dinner                               |

| <b>Name of Board member – Denise Plumpton</b> |                   |                              |
|---|-------------------|------------------------------|
| Date  | Organisation name | Type of hospitality received |
| 08/10/08                                      | Atos Origin       | Olympic Gold Ball            |
| 12/12/08                                      | Serco             | IHT Dinner                   |

| <b>Name of Board member – Derek Turner</b> |                   |                              |
|--|-------------------|------------------------------|
| Date                                       | Organisation name | Type of hospitality received |
| 14/08/08                                   | Affinitext        | Dinner                       |
| 02/10/08                                   | Grant Klein - DfT | Lunch                        |
| 05/11/08                                   | CECA              | Dinner                       |
| 12/11/08                                   | EC Harris         | Pre-conference Dinner        |
| 12/12/08                                   | IHT               | Annual Luncheon              |

|          |                                       |                     |
|----------|---------------------------------------|---------------------|
| 26/03/09 | Institute of Engineering & Technology | Henry Royce Lecture |
|----------|---------------------------------------|---------------------|

| <b>Name of Board member – Steve Williams</b> |                   |   |
|--|-------------------|---|
| Date   | Organisation name | Type of hospitality received                            |
| 02/09/08                                     | The Rent Service  | Gala Dinner   |
| 10/09/08                                     | Amey              | Highways Magazine<br>Excellence Awards & Gala<br>Dinner |

| <b>Name of Board member – Ginny Clarke</b> |                   |                              |
|--|-------------------|------------------------------|
| Date                                       | Organisation name | Type of hospitality received |
|  | None              |                              |

| <b>Name of Board member – Mel Zuydam</b> |                        |   |
|--|------------------------|---|
| Date                                     | Organisation name      | Type of hospitality received                      |
| 15/09/08                                 | Natural History Museum | Launch of the Annual<br>Forward Programme         |
| 07/10/08                                 | Walker Morris          | Inaugural show and<br>opening of Saatchi Gallery. |

| <b>Name of Board member – Steve Dauncey</b> |                   |                              |
|---|-------------------|------------------------------|
| Date  | Organisation name | Type of hospitality received |
| 05/05/09                                    | Deloitte MCS Ltd  | Spring Reception             |