

By email to: [REDACTED]

Human Tissue Authority

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Date: 13 May 2025

Dear [REDACTED]

Freedom of Information Act

Thank you for your email into dated 11 April 2025 for which we gave the case reference number: [REDACTED]. Your email has been handled as a request for information under the Freedom of Information Act 2000 ("**FOIA**").

Your email outlined the following request ("**your Request**"):

"This is an information request relating to staff expenses.

Please include the following information for the last four financial years, 2021-22, 2022-23, and 2023-24:

- *The total amount claimed in expenses by senior staff annually.*
- *A breakdown of expenses by category (e.g., travel, accommodation, meals, hospitality, subsistence, training, etc.).*
- *The total amount claimed by the most expensive individual claimant (job title only) in each of those years.*
- *If available, a breakdown of expenses for members of the senior leadership team (e.g., Chief Executive, Directors), including job titles and total expenses per individual per year"*

Response

"The HTA has broken down your request into the following numbered questions:

1. The total amount claimed in expenses by senior staff annually in 2021-22, 2022-23, and 2023-24.
2. A breakdown of expenses by category (e.g., travel, accommodation, meals, hospitality, subsistence, training, etc.) in 2021-22, 2022-23, and 2023-24.
3. The total amount claimed by the most expensive individual claimant (job title only) in each of those years in 2021-22, 2022-23, and 2023-24.
4. If available, a breakdown of expenses for members of the senior leadership team (e.g., Chief Executive, Directors), including job titles and total expenses per individual per year in 2021-22, 2022-23, and 2023-24:

Section 21

Information is absolutely exempt under Section 21 if it is accessible to the applicant by other means. The HTA routinely publishes expenses data for Members and Senior Management on the website here:

[Workforce and expenses information | Human Tissue Authority](https://www.hta.gov.uk/about-the-HTA/transparency/workforce-and-expenses-information)
(<https://www.hta.gov.uk/about-the-HTA/transparency/workforce-and-expenses-information>)

On this webpage are the Excel files for the years 2022-23 and 2023-24, with the data requested to answer Question 1. The above also answers Question 2 regarding categories of expenses, Question 3 in regards to the individual, and Question 4 for the breakdown of expenses for the Senior Leadership Team.

For the answers to Question 1, Question 2, Question 3, and Questions 4 for the year 2021-22, the Excel file can be found on The National Archives webarchive of the Human Tissue Authority website here:

[\[ARCHIVED CONTENT\] Workforce and expenses information | Human Tissue Authority](https://webarchive.nationalarchives.gov.uk/ukgwa/20221110182222/https://www.hta.gov.uk/about-the-HTA/transparency/workforce-and-expenses-information)
(<https://webarchive.nationalarchives.gov.uk/ukgwa/20221110182222/https://www.hta.gov.uk/about-the-HTA/transparency/workforce-and-expenses-information>)”

Further information

We hope you found the above response to your Request clear and helpful. If you are unhappy with the way the HTA has handled your request for information in this case, or if you disagree with how we have interpreted FOIA in answering your Request, you may in the first instance ask us for an internal review by writing to us at the above postal or email address, within two months of this reply, specifying that you would like an Internal Review to be carried out.

Any internal review of the HTA’s handling of your information request will be reassessed by staff who were not involved in providing you with this response.

Please remember to quote the case reference number above in any future communications.

If you remain dissatisfied after this internal review, you have the right to appeal directly to the Information Commissioner for a decision, at the address below. There is no charge for making an appeal.

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

Telephone: 08456 30 60 60 or 01625 54 57 45

Website: www.ico.gov.uk

Yours sincerely,

