

**Human Tissue Authority**  
151 Buckingham Palace Road  
London  
SW1W 9SZ

**Tel** 020 7269 1960  
**Web** [www.hta.gov.uk](http://www.hta.gov.uk)

**Date** 03 July 2014

Dear [REDACTED]

### **Freedom of Information request**

Thank you for your request for information dated 20 June 2014, which we received as follows:

“I would like to obtain full, itemised expenses claims for your chief executive and senior management team for the last three full financial years. I would prefer to receive this in the form of an excel spreadsheet file if possible.

If time constraints make it challenging for you to provide information for the last three years I respectfully request that you focus on providing information for the 2013-14 financial year. Similarly, if you are only able to release some of the information I would ask that you release this data rather than withhold the entire set.

If the decision is made to withhold some of this data using exemptions in the act, please inform me of that fact and cite the exemptions used.

Please discuss any problems with processing this request with me by phone or email before deciding to reject it outright. Similarly, if you require any more clarification do not hesitate to contact me.”

### **Response**

The HTA publishes the itemised expense claims of the Senior Management Team and Non-Executive Board on our website, as part of our commitment to transparency.

The details for 2013/14 are here:

[http://www.hta.gov.uk/db/documents/Senior\\_staff\\_expenses\\_to\\_31\\_March\\_2014.pdf](http://www.hta.gov.uk/db/documents/Senior_staff_expenses_to_31_March_2014.pdf)

The previous years can be found here:

<http://www.hta.gov.uk/finance/transparency/transparencyarchive.cfm>

### **Further information**

If you are unhappy with the way the HTA has handled your request for information in this case, you may in the first instance ask us for an internal review by writing to us at the above postal or email address.

If you remain dissatisfied with the handling of your request or complaint, you have the right to appeal directly to the Information Commissioner for a decision, at the address below:

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](http://www.ico.gov.uk)

There is no charge for making an appeal.

Yours sincerely

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