

10 November 2021

Information Rights & Compliance Team  
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Our Ref: FOI/03723

Thank you for your request concerning Travel Expenses.

Your request has been considered and processed in accordance with the requirements of the Freedom of Information (FOI) Act 2000.

**Please include the information for each of the following periods: 2019-20; and April 2020 to the present day**

**1. The total cost of travel expenses for staff including travel by flight, train and car.**

Travel expenses	£
19/20	2,211,443
20/21	557,849

**2. The details of the top three most expensive trips, including their cost, mode of travel as well as arrival and departure destinations.**

The information you are requesting is not held in a reportable format.

In order for us to provide this information would involve us manually going through every single expenses claim. For 2020/21 there were 7,500 claims, therefore we have applied exemption S12 - Cost of compliance exceeds the appropriate limit.

It is estimated that it would take 10 minutes to scrutinise each claim to establish the most expensive trips within one financial year i.e. 1,250 hours @ £25 = £31,250.

Should you require further clarification or like to discuss payment, please do not hesitate to contact me.

Please find enclosed an information sheet regarding copyright protection and the Trust's complaints procedure in the event that you are not satisfied with the response.

Yours sincerely

*Sue Smith*

**Sue Smith**  
Information Rights Officer



Enc: Copyright Protection and Complaints Procedure Information Leaflet.

If you would like to complete a short survey in relation to your Freedom of Information request please scan the QR code below or click [here](#).

