



Rural Payments Agency

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**21 December 2023**

**Our ref: RFI 6771**

Dear [REDACTED],

### **Freedom of Information Act – Information Request**

We refer to your request for information dated 9 November, which we have dealt with under the Freedom of Information Act 2000 (FoIA).

Please accept our apologies once again for the delay in providing you with a full response.

You initially asked the following questions relating to the use of Rural Payments Agency (RPA) staff using their own private vehicles:

- 1) Between 12/06/23 and 31/10/23, how many expense claims for distances over 85 miles were approved for staff at G6 and above grades?
- 2) Between 12/06/23 and 31/10/23, how many expense claims for distances over 85 miles were approved for staff at G7 grade?
- 3) Between 12/06/23 and 31/10/23, how many expense claims for distances over 85 miles were approved for staff at HEO and SEO grades?
- 4) Between 12/06/23 and 31/10/23, how many expense claims for distances over 85 miles were approved for staff at EO grade?
- 5) Between 12/06/23 and 31/10/23, how many expense claims were there for the exact distance of 85 miles by all staff?

In response to our email of 12 December acknowledging your request, you asked whether we could extend the end date for each of the questions you have asked to the end of November.

Please find the information you have requested below, for expense claims with a start date within the requested date range of 12 June 2023 to 30 November 2023.

- 1) **26** expense claims for distances over 85 miles were approved for staff at G6 and above grades.

- 2) **14** expense claims for distances over 85 miles were approved for staff at G7 grade.
- 3) **42** expense claims for distances over 85 miles were approved for staff at HEO and SEO grades.
- 4) **278** expense claims for distances over 85 miles were approved for staff at EO grade.
- 5) There were **93** expense claims for the exact distance of 85 miles by all staff.

To advise, these are the total figures where the expense claim is for a distance over 85 miles (or equal to 85 miles in answer to question 5). In instances where a staff member has combined individual journeys within one expense claim, the figure may not relate to an individual journey over 85 miles/exactly 85 miles as applicable.

We also attach Annex A below, explaining the copyright that applies to the information being released to you.

### **What you need to do**

If you are not happy with the way we have handled your request, you can ask for an internal review. These requests should be submitted in writing within two months of the date of receipt of the response to your original request. You should email your request for a review to [IRT@rpa.gov.uk](mailto:IRT@rpa.gov.uk)

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 by following the link to the Information Commissioner's website [here](#).

They can also be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Please note that generally the Information Commissioner cannot make a decision unless you have first exhausted RPA's own complaints procedure.

### **If you need further information**

If you have any questions about this email, you can contact us by email [irt@rpa.gov.uk](mailto:irt@rpa.gov.uk).

You can find more information on how we handle personal data in our [Personal Information Charter](#) and [RPA Customer Privacy notices](#) on [GOV.UK](#)

Yours sincerely

### **Information Rights Team**

Rural Payments Agency | Eden Bridge House | Lowther Street | Carlisle | CA3 8DX

**Tel:** 03300 416502 | **Email:** [IRT@rpa.gov.uk](mailto:IRT@rpa.gov.uk)

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