

Reference: 499113

17 January 2018

Julia Snape

[Information.requests@ofcom.org.uk](mailto:Information.requests@ofcom.org.uk)

### **Request for information under the Freedom of Information Act 2000**

Thank you for your request for information regarding the expenses of Sharon White, Ofcom's Chief Executive, which was received on 28 November 2017 and has been considered under the Freedom of Information Act 2000 (FoIA).

You asked specifically:

*"How much money did the CEO claim on expenses?"*

*Can you list the nature of these expenses and the cost of each expense, preferably in a spreadsheet?"*

Ofcom keeps a strict control on its costs, including the expenses staff and non-executives can claim. We regularly review the policy to ensure it remains appropriate in light of our objective to provide value for money.

All expense claims must comply with our strict expenses policy, which sets out controls around the approval and payment of staff expenses. Expense claims are reviewed and approved by the claimant's line manager and by Ofcom's finance team before processing.

Before claiming, people must first ensure that their costs are appropriate and reasonable, and in line with the policy. Staff and non-executives are required to claim only for standard or economy travel for the majority of train and air travel. Only long-haul flights over six hours are eligible for business class travel. Use of public transport is always recommended, with taxis only used by exception where essential.

Expenses for all of our non-executives and senior management and specialists are reported on our website to support transparency. These are updated on an ongoing basis. You will find Sharon White's included there, which can be accessed via the following link:

<https://www.ofcom.org.uk/about-ofcom/annual-reports-and-plans/other-financial-reporting>

This shows that Sharon White's expenses were £6,968.08 to date for the financial year 17/18, £12,387.38 for 16/17 and £4,469.39 for 15/16.

As from the 1st December 2017 Ofcom's operating cost is funded entirely by fees and charges recovered from our stakeholders and no longer funded via grant in aid from government.

I hope you find this information useful.

## Julia Snape

If you are unhappy with the response or level of service you have received in relation to your request from Ofcom, you may ask for an internal review. If you ask us for an internal review of our decision, it will be treated as a formal complaint and will be subject to an independent review within Ofcom. We will acknowledge the complaint and inform you of the date by which you might expect to be told the outcome.

The following outcomes are possible:

- the original decision is upheld; or
- the original decision is reversed or modified.

### Timing

If you wish to exercise your right to an internal review **you should contact us within two months of the date of this letter**. There is no statutory deadline for undertaking internal reviews and it will depend upon the complexity of the case. However, we aim to conclude all such reviews within 20 working days, and up to 40 working days in exceptional cases. We will keep you informed of the progress of any such review. If you wish to request an internal review, you should contact:

Steve Gettings  
The Secretary to the Corporation  
Ofcom  
Riverside House  
2a Southwark Bridge Road  
London SE1 9HA

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