

Food Standards Agency: Information released under the
Freedom of Information Act

Date released: 5 May 2016

Annex A – Request/Response

**** Please provide itemised receipts for the following GPC transactions:***

***16 Dec, 2015, Bhatti Restaurant, London, £75
3 Dec, 2015, Akash Tandoori, York, £37.85
15 Dec, 2015, MW Eat Ltd, London, £67.63
1 Dec, 2015, Hotel Du Vin Brigh restaurant, £208
15 Dec, 2015, Mumbai Lounge, York, £303
7 Dec, 2015, Defra Fosse House, York, £155.40
3 Dec, 2015, www.pret.com, £165.65
4 Dec, 2015, Defra Fosse House, York, £146.40
26 Nov, 2015, Plum Spilt Milk, £358.31
25 Nov, 2015, Piccolino, York, £150
5 Nov, 2015, The Go Down, York, £49.50
3 Nov, 2015, Totos, York, £81
28 Oct, 2015, Eastern City, London, £200.***

**** In each case, please disclose the name of the person who used the GPC;***

**** In each case, please disclose the specific purpose of the expenditure. For example: if for hospitality please disclose the number of people who received the hospitality, who was being entertained and the purpose of the hospitality.***

**** Please disclose the number of employees who have GPCs.***

Response

Please find below our response to the questions you posed:

Please provide itemised receipts for the following GPC transactions:

The itemised receipts, where available, are provided in the attachments accompanying this letter. Itemised receipts for Bhatti Restaurant; Akash Tandoori and; Hotel du Vin are not held. There are also two occasions (Defra Foss House on 4 December 2015 and 7 December 2015) where we are unable to provide you with copies of the receipts as none were issued at the time. We have, however, provided you a copy of the hospitality order form for the Defra Foss House transaction on 4 December 2015 totalling £146.40. The attendees for this transaction are provided in two documents marked 'attendees at workshop AM & PM'. The hospitality order form for the Defra Fosse House transaction on 7 December 2015 is not held, but the number of people who attended, and the reason for the expenditure, is noted on the attached information sheet.

The FSA's internal guidance with regards to GPC expenditure and hospitality states that approved hospitality can be arranged and paid for using the FSA GPC Card by staff who are authorised to provide corporate hospitality.

All meals hosted for external visitors by FSA staff must be agreed in advance with the Head of Division. Alcohol is not a permitted expenditure. Under exceptional circumstances, any spend that is not a permitted expenditure must first be referred to the Budget Holder for approval.

Hospitality for senior stakeholders and overseas dignitaries is reviewed on a case by case basis for approval at Director level. The FSA staff who attended the hospitality at Plum Spilt Milk were the Chief Executive and Directors, together with a senior stakeholder from FSA Ireland. The GPC card holder, Maria Jennings, had obtained express permission for the purchase of alcohol in this instance.

In each case, please disclose the name of the person who used the GPC;

Please see the attached information sheet.

In each case, please disclose the specific purpose of the expenditure. For example: if for hospitality please disclose the number of people who received the hospitality, who was being entertained and the purpose of the hospitality.

Please see the attached information sheet.

Please disclose the number of employees who have GPCs.

The FSA has 56 employees who have been allocated a GPC card.