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22 February 2018

Dear Mr Lee,

Thank you for your letter dated 16th February 2018.

As previously mentioned, we have responded by way of a written statement included as an attachment with this email.

The statement addresses some of the material included in your letter but we felt some of the points raised needed to be considered separately. These are listed below for clarification rather than to be used for broadcast or publication.

- i)** In the second paragraph, there is a reference to 'luxury' hotel stays. In fact, international accommodation booked for our senior staff is four or five star rated. This is equivalent to three or four star accommodation in the UK.
- ii)** The second paragraph also refers to 'expensive' restaurants. There is no evidence that senior staff dine in fine restaurants either nationally or internationally. Higher restaurant bills reflect a large party of diners. Eating out could cover occasions including celebrating honorary graduates or business diners with industry partners.
- iii)** We note in the sixth paragraph you have included the University's ranking in the Complete University Guide League Table. For information, the University was ranked 52nd in the latest Guardian league table, out of 121 institutions, and 57th in the most recent Times rankings, out of 129 institutions. According to the latest figures from the Higher Education Statistics Agency, UWE Bristol is ahead of all South West universities for employment and further study of students sixth months after graduation. In 2016, the University was ranked among the top 25 higher education institutions in England for its graduate employment prospects.
- iv)** The ninth paragraph includes a reference to Professor West's current salary and the percentage rise in salary since 2012. Both of these figures are inaccurate. The Vice-Chancellor's basic salary for 2017 was £254,120 with an additional Performance Premium of £25,412. The Performance Premium is reviewed annually against criteria determined by the Remuneration Committee. In 2012, the Vice-Chancellor's basic salary was £239,180 and no Performance Premium was awarded this year. This is in line with the pay increases awarded to all University staff over the five year period. The 2017 salary figure stated, £326,012, includes pension costs borne by the University but not paid to Professor West.

v) The use of the term 'expenses' in paragraph 10 is misleading. The items listed (executive car travel and overseas trips), although linked to individual members of staff, could be more accurately described as normal business costs incurred by the university through employees carrying out operational duties required by the organisation.

A key part of the role of the Vice-Chancellor and his senior team is to travel to our overseas partner institutions, to ensure the quality of the provision on offer, support students and staff at events such as graduation ceremonies, and continue to look for and build new relationships and opportunities. When we set up these international partnerships, a certain number of trips are agreed each year for our Vice-Chancellor and senior team. All overseas travel undertaken is kept to a minimum and all trips are working visits. Attached to this email is the full itinerary for the visit to Malaysia and Australia in 2017.

This year, the University is forecasting that these overseas partnerships will generate £27.8 million of income, which will support the function of the University.

In the UK, rail travel is always used when possible, but car travel is used when there is insufficient time in the schedule to travel by train, for example when travelling to and from Heathrow or for overseas airport transfers.

Unlike many other universities, UWE Bristol does not have a University car and driver, instead using a local third party company as a more effective means of travel. Whilst the Vice-Chancellor and senior staff will use their own personal cars for business use, a car service is used to travel to and from London when suitable train times are not available and an overnight stay would be required if public transport was used.

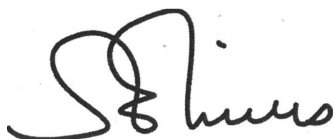
The Vice-Chancellor has a number of roles that require him to travel to London and other parts of the UK regularly, including his roles as HEFCE and Office for Students Board Member, Chair of Universities UK's Mental Health Working Group, Chair of the West of England Local Enterprise Partnership and Chair of the West of England Academic Health Science Network. His work in the Higher Education sector at a national level, the relationships he is able to build including with business leaders, industry leaders and the Government, all bring benefits to students at the University.

vi) Paragraph 12 refers to 'limousine' transfers. These were in fact standard airport taxi transfers arranged by the hotels.

vii) In the 22nd paragraph, the term 'chauffeur driven car' is used in a comment from a trade union leader. The Vice-Chancellor does not use, and has not used, a chauffeur service. In the UK, the service is a Bristol-based car travel company. Overseas, an airport pick-up and drop-off service has been used.

I trust these facts will be taken into consideration and reflected transparently and appropriately in your programme.

Yours sincerely,



Sonia Mills

Chair of the Board of Governors, University of the West of England (UWE Bristol)