



Steve Brooks *Head of Finance & Resources*

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Your Ref:  
Our Ref: FOI 940

Date: 24 May 2011

Dear

### **Freedom of Information Act 2000 - Request for Information**

I am writing in respect of your enquiry dated 5 April 2011, for information held by the Council. Your enquiry is being dealt with under the provisions of the Freedom of Information Act 2000.

1. You have requested information relating to:

"I am writing to obtain information about council attendance at, or hosting of, 'award ceremonies' and 'conferences'. 'Award ceremonies' should include, but not be restricted to, any event attended or held by the council to reward staff for quality of performance etc. 'Conferences' should include, but not be restricted to, any event aiming to bring together members of a profession or industry for multiple social engagements, networking and/or professional seminars.

To outline my query as clearly as possible:

1. Please provide details relating to your authority's involvement in, and attendance at, award ceremonies during 2010-11, including the amount paid for each event (or the amount outstanding if not yet paid):
  - a. Total cost
  - b. Cost of attending the event (ticket prices for each member of staff)
  - c. Hotel or other accommodation costs in connection with the event
  - d. Travel costs in connection with the event
  - e. Any other expenditure associated with the eventPlease also state:
  - f. The number of officers and/or councillors who attended each event
  - g. The name of the event
  - h. The formal agenda of the event, if there was one

If there was any cost recouped from ticket sales, food sales etc, please indicate this in the response.

2. Please provide details relating to your authority's involvement in and attendance at conferences, including or excluding award ceremonies, during 2010-11, including the amount paid for each event (or the amount outstanding if not yet paid):
  - a. Total cost
  - b. Cost of attending the event (ticket prices for each member of staff)
  - c. Hotel or other accommodation costs in connection with the event
  - d. Travel costs in connection with the event
  - e. Any other expenditure associated with the eventPlease also state:
  - f. The number of officers and/or councillors who attended each event
  - g. The name of the event
  - h. The formal agenda of the event, if there was one

If there was any cost recouped from ticket sales, food sales etc, please indicate this in the response."

2. The following information is provided free of charge in response to your enquiry:

1. Only one award ceremony was attended. Four officers and the Leader of the Council attended the Institute of Civil Engineers Community Wards on 18 June 2010. There was no cost to the Council.
2. Officers of the Council attended the following conferences in 2010/11:

Royal Institute of Chartered Surveyors Local Government Conference on 17 June. One officer attended at a cost of £216.

Chartered Institute of Public Finance and Accountancy Annual Conference on 5-7 July. One officer attended at a cost of £1,125 (conference £725; hotel £400).

International Fire and Security Exhibition and Conference on 18/19 May. One officer attended at a total cost of £375.

3. If you are unhappy with the way in which your enquiry has been dealt with, you may ask for an internal review by initiating the Council's Corporate Complaints Procedure, details of which may be obtained by logging onto the Council's website <http://www.dartford.gov.uk/council/> or telephoning or emailing me. Should you remain dissatisfied with the decision on internal review, you may appeal to the Information Commissioner, Wycliffe House, Water Lane, Wilmslow SK9 5AF.

I would be grateful if you would address any future correspondence you may have in relation to this matter, to me, quoting the reference number FOI 940. Please familiarise yourself with the informative on re-use of information.

Yours sincerely

Steve Brooks

Head of Finance and Resources



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