

Freedom of Information Request F0007286: Department Away days and Team-building events

How much the department has spent on away days and team building events for staff and ministers since May 11.

If possible within time and cost constraints, details of where the away days and team building exercises took place; how many people attended them; how much each event cost; and what their function was.

If you are not able to provide information for DfT Central's staff as a whole (civil servants), please do provide information for SCS.

The total amount spent on away days and team building events for staff in DfT Central since 11th May 2010 is £25,924.78. The details of these events are listed below.

Training courses and away days are designed to meet specific development requirements of staff within the department. All courses are procured according standard Cabinet Office guidelines. None of the events were held for, or attended by Ministers. Unless otherwise stated costs are inclusive of VAT.

Location	Attendees	Purpose	Cost
City Inn Westminster Hotel, 30 John Islip Street,	11 people	Facilitated communication and training event for staff in Finance Division	£2,935
Offices of Audit and Risk Assurance Co-Sourcer	13 people	Opportunity for team building, training, and communication for Audit and Risk Assurance division	Only associated costs are for the travel of a member of staff based in a regional office
Grange City Hotel, 8-10 Coopers Row, Tower Hill	160 people	SCS conference to discuss the new strategic agenda post election, DfT response to the spending review and the major change programme to reduce the size of the central Department.	£14,083
VOSA Offices	12 attendees from DfT(c)	Cross Family event for Audit and Risk Assurance staff in different DfT agencies, with a focus on team building,	Minimal costs incurred, these relate to travel

		training, and communication	
Meanwhile Community Gardens in West London	10 people	Team Building Voluntary Day (mulching and pond clearing) for Strategic Transport Analysis and Review team	£315
Church House Conference Centre, Westminster	35 people	City and Regional Networks division business planning, sharing and establishing objectives for the year	£1,254
Trinity House, Tower Hill, London	75 people	Legal Services Directorate information sharing and learning regarding ongoing work, with an aim to implement future improvements and respond to change	£5,688
DfT Headquarters	16 people	Facilitated workshop for Team Leaders in the Major Projects and London Group	£1,650 (excl. VAT)
		Total	£25,925

In keeping with the spirit and effect of the Freedom of Information Act, all information is assumed to be releasable to the public unless exempt. The Department will, therefore, be releasing to the public the information you requested.

If you are unhappy with the way the Department has handled your request or with the decisions made in relation to your request you may complain within two calendar months of the date of this letter by writing to the Department's Information Rights Unit at:

Zone D/04
Ashdown House
Sedlescombe Road North
Hastings
East Sussex TN37 7GA
E-mail: FOI-Advice-Team-DFT@dft.gsi.gov.uk

Please see attached details of DfT's complaints procedure and your right to complain to the Information Commissioner.

Your right to complain to [DfT/Agency] and the Information Commissioner

You have the right to complain within two calendar months of the date of this letter about the way in which your request for information was handled and/or about the decision not to disclose all or part of the information requested. In addition a complaint can be made that DfT has not complied with its FOI publication scheme.

Your complaint will be acknowledged and you will be advised of a target date by which to expect a response. Initially your complaint will be re-considered by the official who dealt with your request for information. If, after careful consideration, that official decides that his/her decision was correct, your complaint will automatically be referred to a senior independent official who will conduct a further review. You will be advised of the outcome of your complaint and if a decision is taken to disclose information originally withheld this will be done as soon as possible.

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