



Foreign &  
Commonwealth  
Office

**Global Economic Issues Department**  
Foreign and Commonwealth Office  
King Charles Street  
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Website: <https://www.gov.uk>

12 July 2017

**FREEDOM OF INFORMATION ACT 2000 REQUEST REF: 0566-17**

Thank you for your email of 14 June asking for information under the Freedom of Information Act (FOIA) 2000. You asked the following in relation to the London Conference on the Illegal Wildlife Trade 2014:

*Please give the total cost of the event for your department, then breaking down the aggregate figure down by the following information:*

*1. Transport for delegates*

- Please break this down by total cost of flights, according to the status of the flight (for example £1,000 on economy flights, £2,000 on first class flights).*
- Please break down the cost of transport within UK, according to the status of travel, be it limousines, hire cars, government cars, taxis etc*

*2. Accommodation costs*

- Please state how many delegate and security staff were accommodated at the expense of the department, and at what cost.*

*3. Safety costs*

- Please state the total cost of police protection for delegates that was incurred by the department.*

*4. Other costs*

- Please state the cost incurred to the department of staff time taken during the event, in any capacity.*
- Please state the number of Full Time Equivalent staff whose role it was to organise this event, and the department's involvement in related events in the financial years 2013-14, 2014-15, 2015-16 and 2016-17.*

- *Please state the cost incurred to the department in salaries for this FTE number.*
- *Please state the total cost for the commissioning of, and production of, any reports for this conference. Please also break this down by individual report cost, and recipient organization.*

I can confirm that the Foreign and Commonwealth Office (FCO) does hold some information relevant to your request.

The FCO contributed 54,148, plus £45,000 in-kind cost for the use of Lancaster House as the venue for the London Conference on the Illegal Wildlife Trade in 2014. £

Delegates funded their own transport and accommodation costs.

The cost of police protection was covered by the Home Office.

However, we do not hold information relating to all of section 4 of your request.

**Please state the cost incurred to the department of staff time taken during the event, in any capacity:**

A wide range of staff were involved during the event in various capacities. Most work was done as part of their daily work, therefore a breakdown of staff costs is not held separately.

**Please state the number of Full Time Equivalent staff whose role it was to organise this event:**

Two FCO officers worked full-time on the organisation of this event.

**.....and the department's involvement in related events in the financial years 2013-14, 2014-15, 2015-16 and 2016-17.**

Section 12 of the Freedom of Information Act makes provision for public authorities to refuse requests for information where the cost of dealing with them would exceed the appropriate limit. The limit has been specified in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004 . For central government the appropriate limit is set at £600. This represents the estimated cost of one or more persons spending 3 ½ working days in determining whether the Department holds the information, and locating, retrieving and extracting it. This part of your request is broad, and we estimate that, as currently formulated, we would be unable to comply with it within the appropriate cost limit.

You may wish to consider refining this part of your request, for example by specifying a particular event(s) you are interested in. Please note that any new request will be given a separate reference number and we will then consider whether we can provide the information requested within the appropriate cost limit. This would of course be subject to the consideration of whether any of the other exemptions under the FOI Act apply.

**Please state the total cost for the commissioning of, and production of, any reports for this conference. Please also break this down by individual report cost, and recipient organization.**

The cost for the commissioning and production of a report by Chatham House for this conference was £14, 520.

Yours sincerely,  
Global Economic Issues Department



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