## Home Office Identity & Passport Service

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Xxxxxx Xxxxxxxxxx

Reference: 18287/11

Date: 21 April 2011

Dear Xxxxxx

## FREEDOM OF INFORMATION REQUEST

Thank you for your e-mail of 4 April, in which you ask for information about the Identity and Passport Service' (IPS) Continuous Improvement Event.

Your request has been handled as a request for information under the Freedom of Information Act 2000.

## You asked:-

I would like to make a formal freedom of information request for information relating to "how much money IPS spends on Continuous Improvement event held in Southport on 23rd and 24th March 2011. Could you please let me know how much money that event cost in total. I would also like this broken down by hotel accommodation, travel, subsistence claimed, the evening meal including drinks bill for the evening of the 23rd and the conference/food cost for the 24th March. I would be grateful if you would forward me all documentation and correspondence on this matter.

I am able to disclose the following information.

The table below gives a breakdown of expenditure for the Continuous Improvement Event. Please note that hotel accommodation included bed, breakfast and evening meal.

Figures given for travel and subsistence claims are based on the information available at 12 April 2011 but, as the event was held fewer than three weeks prior to that date, there may be some claims that have not yet been submitted.





The Government Standard

IPS Continuous Improvement Event - March 2011 Expenditure	
Hotel Accommodation	£4,189
Travel	£3,000
Subsistence	£340
Lunch & Refreshments	£550
Total	£8,079

I hope that this information meets your requirements. I would like to assure you that we have provided you with all relevant information that IPS holds.

If you are dissatisfied with this response you may request an independent internal review of our handling of your request by submitting a complaint within two months to the address below, quoting reference FOICR 18287/11. If you ask for an internal review, it would be helpful if you could say why you are dissatisfied with the response.

Information Access Team Home Office Ground Floor, Seacole Building 2 Marsham Street London SW1P 4DF

E-mail: FOIRequests@homeoffice.gsi.gov.uk

As part of any internal review the Department's handling of your information request will be reassessed by members of staff who were not involved in providing you with this response. If you remain dissatisfied after this internal review, you would have a right of complaint to the Information Commissioner as established by section 50 of the Freedom of Information Act.

Yours sincerely

X Xxxxx Parliamentary & Correspondence Management Team



