



21 May 2009

Freedom of Information Internal Review Request

Thank you for your email of 11 March 2009, which was treated as a request for an internal review, relating to the content of Katherine Hickey's letter of 19 February responding to your Freedom of Information Act 2000 ("the Act") request.

I have conducted a full examination of all the material, both released and exempted, of relevance to your request. I have concluded the following, relating to each of your requests in turn.

1. The amount of the total budget broken down into the principal areas of expenditure;

At the time of the inquiry no budget had been allocated for the summit and the Foreign and Commonwealth Office (FCO) was in the process of collating information on the summit, preparing estimates and was in cross Whitehall discussions to determine which government department would cover the cost of the event, to which the FCO had offered to provide logistical support.

However, the FCO is now able to provide a break down of the summit budget, broken down into the principal areas of expenditure:

| | (£ sterling, inc. VAT) |
|-------------------------------|---------------------------|
| Venue | 1,797,328.22 |
| Event company | 8,789,540.55 |
| Communications | 225,000.00 |
| Spouses Programme | 12,500.00 |
| Logistics | 694,113.48 |
| Airports | 626,693.70 |
| Transport | 150,000.00 |
| Interpretation | 125,000.00 |
| Security inside venue | 517,500.00 |
| Securing adjacent premises | 150,000.00 |
| Compensating local businesses | 150,000.00 |

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| | |
|----------------------------|----------------------|
| Reece costs | 5,635.72 |
| Office set-up | 28,303.05 |
| Additional staff | 31,000.00 |
| Overtime | 42,871.31 |
| Hotel accommodation | 44,000.00 |
| Catering (staff) | 392,628.00 |
| Total summit budget | 13,782,114.03 |

2. *the number of civil servants and special advisors engaged in the planning for the meeting;*

As the FCO does not hold details regarding officials and advisors working in other Whitehall departments, the FCO was unable to identify the total number of civil servants and special advisors involved in planning for the summit. An attempt was made to calculate the figure of FCO staff involved in planning for the summit; however, this was not possible due to difficulties identifying FCO staff working across the FCO's network of embassies and differentiating between those involved in planning preparation and other summit related activities.

However, the FCO can now provide details of the organisational structure of the FCO's conference secretariat including how many staff worked in each team;

Within the FCO the following three teams worked on delivering the London Summit:

Policy Co-ordination/Diplomatic Engagement

Team name – FCO London Summit Team, Global Economic Issues Directorate

- Total Staff 13 (Some of whom worked on other issues in addition to the London Summit)

Event Logistics and Protocol

Team name – Prime Minister's Summit on Stability, Growth & Jobs, Protocol Directorate

- Total Staff 52 (Some of whom worked on other issues in addition to the London Summit) plus 28 "Delegation Liaison Officers" who joined the team in the final month leading up to the Summit.

Media Affairs

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Team name – Press Office

- Total Staff 3 (All of whom worked on other issues in addition to the London Summit) plus a further 5 staff who joined the team in the weeks leading up to the Summit

3. the current draft agenda;

The summit had been called to take forward the Washington Agenda along with addressing developments in the global economic crisis. The agenda was being developed in consultation with global partners and was not settled until the week of the summit. At the time of the request, no draft agenda was in existence as several general areas for discussion were being proposed to partners and feedback was being collated on items participants favoured placing on the agenda. The FCO does not hold a copy of the final summit agenda.

4. the number of group photographs planned and the estimated cost thereof;

At the time of the inquiry arrangements for the group photograph had not been finalised and therefore the cost and number of photographs were not known. However, the FCO can confirm that at present the estimated cost of the photographs stands at £15,000 (inclusive of VAT). The FCO is yet to receive an invoice for the final cost of the photographs.

5. the menus (including wines) for the official lunches and dinners and the estimated cost thereof.

At the time of the inquiry menus (including wines) had not been finalised and therefore the cost thereof was not known.

However, the FCO can now provide details on the cost of official lunches and dinners, and details of the wine menu. During the London Summit 2009 Government Hospitality (GH) was responsible for the management of a number of functions, including dinner for the Leaders and Spouses at 10 and 11 Downing Street, dinner for visiting Foreign Ministers at Lancaster House, and dinner for the Finance Ministers at Tate Modern on 1st April. GH did not supply the wines for the dinner at Tate Modern.

GH was also tasked with the responsibility of managing the hospitality at the ExCel Centre on 2nd April for the Red Zone delegates and the Blue Zone delegates.

GH records show that the following wines were used over both 1st and 2nd April:

Nyetimber 1998 - 10 bottles.

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Chapel Down Lamberhurst Estate Bacchus Reserve 2004 - 30 bottles.

Three Choirs Bacchus Estate Reserve 2004 - 17 bottles.

Château Pichon Longueville Comtesse De Lalande 1986 - 19 bottles.

Château Léoville Poyferré 1989 - 29 bottles.

Louis Roederer Carte Blanche - 2 bottles.

Fonseca 1977 - 5 bottles.

Domaine de Planterieu 2006 - 13 bottles.

Concha Y Toro Merlot Sunrise 2006 - 11 bottles.

The total cost of these wines was £1443.34.

GH was not responsible for all the hospitality or catering offered throughout the London Summit, eg. GH was not involved in catering for the media at ExCel.

GH recorded expenditure on hospitality for the London Summit (including the dinners on 1st April and the previously mentioned wines) is as follows:

| | | | |
|-----------------|---|-------|--------------------|
| 1 April Dinners | - | Total | £ 57 755 (ex-VAT) |
| 2 April Excel | - | Total | £ 378 673 (ex-VAT) |

The figure for ExCel includes catering for 800 delegates in the Blue Zone, as well as approximately 150 VIPs in the Red Zone, Personal Protection Officers, Interpreters, the Leaders' Lounge and Bilateral Rooms.

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