

Graham Stuart MP
House of Commons
London
SW1A 0AA

Date:– 15 January 2010

Dear Graham,

As requested by the Minister of State for Business, I would like to respond to your Parliamentary Question on the number and cost of away days and conferences attended since 2005.

Apart from the last financial year, we have archived our records covering the previous four years of your request.

We have worked out it would take three members of staff to retrieve the relevant boxes from our stores, then another from the finance team to manually analyse around 48 files covering those four years, as unfortunately we cannot do this digitally because we don't identify these costs separately from those for training and development. Separating conference costs for the last financial year (though these are not archived) are also exceptionally time-consuming for the same reason.

As such we do not believe it is a good use of our resources and hope you will understand and appreciate our reasoning.

However I am happy to let you have costs for our planning, development and motivation days as this information is digitally accessible for the last financial year.

We had two such days outside of our offices in 2008-09, one for the Commission (our non-executive board) and one for the Executive Board. In addition I allowed each departmental team one similar event specifically designed for contingency planning, to maintain motivation and retain staff. This, I believe, was critical in the context in which we were operating - you may remember the Postal Services Bill going through Parliament at the time was expected to abolish us some months later, hence staff retention and motivation were at the top of my agenda as the work still needed to be done in the meantime.

To follow is a table that lists these clearly for you.

Team	Date	Total cost
Economic Policy team development day	26 November 2008	£1,162.25
Executive Board development day	07-08 April 2008	£2040.48
Commission development day	17-18 April 2008	£2545.04



Resources team development day	18 December 2008	£26.50
Customer protection team development day	06 January 2008	£123.60
Regulatory finance team Development day	12 February 2009	£1,136.15
Market Development & Communications team development day	25 February 2009	£995.96
		£8,029.98

I hope that where we have been able to provide information, it is helpful to you.

Yours sincerely,

Tim Brown
CHIEF EXECUTIVE