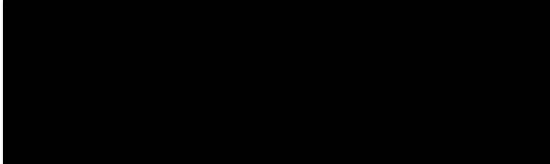




Coventry City Council

UNCLASSIFIED



Customer and Workforce Services

Bev Messinger
Director of Customer & Workforce Services
Information Governance Team
Lower Ground Floor
Council House
Earl Street
Coventry
CV1 5RR

Our reference: 20084850
2 January 2013

Please contact Karyn Wheatley
Direct line 024 7683 2565
Fax 024 7683 3395
Email: Karyn.wheatley@coventry.gov.uk

Dear 

Freedom of Information Act 2000

Thank you for requesting information about the Council's expenditure on Christmas trees, which the Council received on 3rd December, 2012. Your request has been considered under the Freedom of Information Act 2000.

You have requested the following information:

- The total amount the Council paid for Christmas trees and decorations (including lights) to decorate local authority buildings in 2010-11, 2011-12 and 2012-13.

Following reasonable investigations, the Council has ascertained that the decorations used in the majority of Council offices were purchased by staff themselves and are reused every year. However, there are purchases which individual Council directorates (departments) have made towards Christmas trees and decorations (including lights) for more public areas of the Council and city centre. These are as follows:

City Services and Development Directorate have spent the following:

- 2010/2011: £370.86 (From this year onwards, the figure was significantly reduced – see below)
- 2011/2012: £142.00
- 2012/2013: £142.00

These costs were for two Christmas trees displayed in public areas of St Mary's Guildhall, as festive backdrops to commercial Christmas events at the venue. No

additional decorations/lights have been purchased in this time, as materials from previous years have been stored and reused.

Finance and Legal Services Directorate have spent the following:

- 2010/2011: No spend
- 2011/2012: No spend
- 2012/2013: £8.50 on lights

Community Services Directorate have spent the following:

- 2010/2011: £72.79
- 2011/2012: £51.63
- 2012/2013: £48.97

These costs were for Christmas decorations within Adult Social Care and Library Services. Within Adult Social Care the purchases were made for communal areas within some residential and day centres to allow for celebrations for Christmas and Diwali. Lights and decorations also provide stimulation for people who use these services. Within Library Services the purchases were made for Christmas trees within 2 libraries.

Customer and Workforce Services Directorate have spent the following:

- 2010/2011: £202.46
- 2011/2012: £103.00
- 2012/2013: £112.00

These costs were for the purchase of trees within the Lord Mayor's Office and the Lord Mayor's Hospitality Suite. Decorations are reused each year. Christmas trees are for Civic Reception areas only (not staffing areas).

Chief Executive's Directorate have spent the following:

- 2010/2011: No spend
- 2011/2012: £1885.00
- 2012/2013: £90.00

These costs were for decorations in the public areas of the Council House. The costs accrued in 2011/2012 include costs of decorations which have been reused in subsequent years.

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If you wish to apply to reuse the information you have requested or have any other issues relating to this request please do not hesitate to contact me.

I hope you feel that our response meets your request. However you have a right to make representations about the outcome or handling of your request – in the first instance this must be made in writing within 40 working days of the date of this letter, to the Council's Information Governance Team at:

Council House, Room 21a
Lower Ground Floor
Earl Street, Coventry.
CV1 5RR
infogov@coventry.gov.uk

If you have done the above but are still dissatisfied, you then 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

Yours sincerely


 Karyn Wheatley
Information Governance Assistant