

Robert MacLean  
c/o Whatdotheyknow.com

27<sup>th</sup> August 2008

Our ref: R00058

Dear Mr. MacLean,

**Freedom of Information request – expenditure on Common Purposes courses**

**Introduction**

Thank you for your Freedom of Information Request concerning Common Purpose courses. Unfortunately your original request, which I understand from the 'Whatdotheyknow.com' website, was submitted on 19<sup>th</sup> June 2008, was not received by SEEDA and has very recently been drawn to our attention. I am sorry that there has been this problem – it would be very helpful to SEEDA to know the email / postal address to which you sent the request. For future reference, this is the email address I would recommend that you use for FOI requests to SEEDA: [foi@seeda.co.uk](mailto:foi@seeda.co.uk).

**Your request is:**

Please detail total expenditure by South East England Regional Development Agency on Common Purpose courses for each of the following years: 1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007 and 2008 to date.

Please also supply a copy of the invoice for each Common Purpose course paid for by this organisation.

By "Common Purpose", I mean the training organisation of that name:  
<http://www.commonpurpose.org/home.aspx>

**Information requested**

The table below sets out SEEDA's total expenditure on Common Purpose courses for each year. Please note that SEEDA was set up in 1999.

Year	Expenditure (£)
1999	0
2000	0
2001	3,000.00
2002	0
2003	0
2004	1,322.75
2005	4,511.13
2006	1,365.52
2007	0
2008	0

Copies of the invoices from Common Purpose are attached. The totals above include that part of the VAT imposed on the invoices that SEEDA is not able to reclaim.

Names and job titles of course delegates have been redacted from the invoices as this information is exempt under section 40 of the Freedom of Information Act where the data protection principles must be taken into account. In this case, providing the names would breach the fairness requirements of the first principle. Job titles have also been redacted as they might allow identification of the individuals concerned. Some other information (email addresses of individuals and bank account details) has been redacted from the invoices in accordance with section 40 (personal data) and section 41 (information provided in confidence).

We are checking our archives to see if an invoice is still held for the 2001 course and will let you know when this check is complete. In the meantime, a print out from the financial system is included instead.

## **Conclusion**

If you are not satisfied with the way we have handled your request, or if you are unhappy with our response, you can appeal using our Complaints Procedure as follows:

A request for a review should be addressed to myself, Paul Lovejoy, and sent via the dedicated FOI email address: [FOI@seeda.co.uk](mailto:FOI@seeda.co.uk) or by post to SEEDA, Cross Lanes, Guildford, GU1 1YA. A member of senior management will conduct the review and you will be notified of the outcome within 20 working days.

If you are still dissatisfied after pursuing our Complaints Procedure, then under Section 50 of the Act, you are entitled to appeal to the Information Commissioner (Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF, telephone: 01625 545700, fax: 01625 524510).

Please contact me if you have any other queries.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P Lovejoy'.

**Paul Lovejoy**  
**Executive Director, Strategy and Communications**

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