



Llywodraeth Cymru
Welsh Government

Our ref: ATISN 16467
Date: 2 August 2022

Dear _____,

ATISN 16467

Thank you for your request which I received on 13 July 2022. You asked for the amount of money spent by each Welsh Government group on tea and coffee in 2020 and 2021, broken down as below:

- 1) Overall amount spent by the Welsh Government on:
 - a) Tea and Coffee
or
 - b) Refreshments
- 2) The amounts spent above by each individual Welsh Government group.
- 3) The amount of money spent by the First Minister's Office on refreshments (including refreshments for visitors).

Over 2020-21 and 2021-22, there have been 29,302 transactions booked to either the hospitality nominal or the travel & subsistence nominal on the Welsh Government's finance system (the nominal describes the category of expenditure) which could possibly include purchases of tea, coffee and other refreshments.

I estimate that it would take approximately 3 minutes to extract and review each record categorised as hospitality or travel and subsistence to determine whether any information therein was captured by your request – the limit is therefore exceeded (29,302 x 3 minutes /60 = 1,465 hours).

In relation to part 3 of your request, a significant proportion of the refreshments (teas and coffees) for the First Minister's Office (including refreshments for visitors) are prepared by his Private Office with supplies that are shared with all Ministerial Offices. For this reason,



it is not possible to provide the information you have requested by individual Ministerial Private Office.

If you are dissatisfied with the Welsh Government's handling of your request, you can ask for an internal review within 40 working days of the date of this response. Requests for an internal review should be addressed to the Welsh Government's Freedom of Information Officer at:

Information Rights Unit
Welsh Government
Cathays Park
Cardiff
CF10 3NQ

or e-mail: Freedom.ofinformation@gov.wales

Please remember to quote the ATISN reference number above.

You also have the right to complain to the Information Commissioner. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Telephone: 0303 123 1113

Website: www.ico.org.uk

However, please note that the Commissioner will not normally investigate a complaint until it has been through our own internal review process.

Yours sincerely