

Looking Further event	26 February 2018	Tea/coffee and water provided for speaker and six senior staff. No B&NES councillor or officer received this hospitality.	£21.70	£387.80
Looking Further event	25 April 2018	Water provided for speakers and seven senior staff. No B&NES councillor or officer received this hospitality.	£12.75	£759
University Court	7 June 2018	Sandwich lunch during pre-meeting briefing for chair. Five attended. No B&NES councillor or officer was invited or attended.	£23.00	£460
Liam Byrne speech	2 July 2018	Tea/coffee provided for speaker and five senior staff. No B&NES councillor or officer received this hospitality.	£12.40	£37.60

In addition, in the interests of transparency, we can advise you that catering, beyond simply tea/coffee or water, was provided at two of the events listed, where attendee(s) from B&NES were in receipt of this hospitality, but which was provided for all participating.

Event	Date	Catering offered	Cost
Commonwealth Big Lunch	13 March 2018	The Mayor, Cllr Ian Gilchrist, was among attendees at this lunch to celebrate the University's links with the 2018 Commonwealth Games and Winter Olympic Games. We do not hold the exact figure for attendees, but it was 128-130.	£2,500
Mayor's visit	5 September 2018	A buffet lunch was provided during the visit by the Mayor, Cllr Patrick Anketell-Jones, to the School of Management. All 31 participants in the visit, including the Mayor, attended.	£354.30

No meal or select provision of beverages was provided at either the meeting of University Convocation on 11 May 2018, or the opening of the Milner Centre on 21 September 2018. The total cost of such catering as was provided was £91 (Convocation) and £2,736 (Milner Centre). VAT is included in all figures, where applicable.

If you are dissatisfied with any aspect of how your request was handled you may ask the University to conduct an internal review. A request for an internal review must be submitted within 40 working days of receipt by you of this response. Requests received outside this period will only be considered at the University's discretion and where there is a valid reason to do so.

Applications for internal review should be addressed in writing to: The University Secretary, University of Bath, Claverton Down, Bath, BA2 7AY or e-mail [M.G.W.Humphriss@bath.ac.uk](mailto:M.G.W.Humphriss@bath.ac.uk).

If you remain dissatisfied you may appeal to the Information Commissioner's Office at Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. Further details of this process are available via the following link: <https://ico.org.uk/concerns/getting/> Please note that the Information Commissioner will only consider appeals once the internal review process has been completed.

Yours sincerely

John Evans  
Freedom of Information Officer