



Oifig an Ard-Rúnaí
An Roinn Oideachais agus Scileanna



AN ROINN | DEPARTMENT OF
OIDEACHAIS | EDUCATION
AGUS SCILEANNA | AND SKILLS

Office of the Secretary General
Department of Education and Skills

22 February 2018

Re: FOI request 2018/38

Dear [REDACTED]

I refer to the request which you made under the Freedom of Information Act 2014 for records held by this body:

"Minutes of management board meetings, if any, held since December 3rd, 2017

Minutes of Minister / management board meetings held since December 3rd, 2017, if any, up to the date of processing this request"

I, Stacey Cannon, have now made a final decision to part grant your request on 22nd February 2018.

The purpose of this letter is to explain that decision. This explanation has the following parts:

1. a schedule of all of the records covered by your request, attached in spreadsheet;
2. an explanation of the relevant findings concerning the records to which access is denied, and
3. a statement of how you can appeal this decision should you wish to do so.

This letter addresses each of these three parts in turn.

1. Schedule of records

A schedule is enclosed with this letter, it shows the documents that this body considers relevant to your request. It describes each document and refers to the sections of the FOI Act which apply to prevent release. The schedule also refers you to sections of the detailed explanation given under heading 2 below, which are relevant to the document in question. It also gives you a summary and overview of the decision as a whole.

2. Findings, particulars and reasons for decisions to deny access

The sections of the Act which can apply to deny access to documents are known as its exemption provisions.

Please note that the redacted entries in the Management Board minutes are redacted under the following sections of the FOI Act

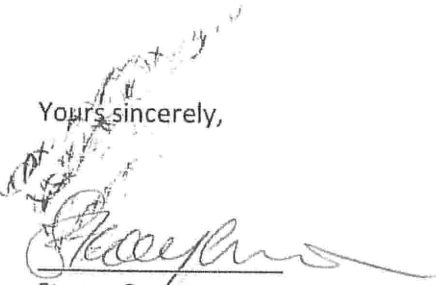
- Section 28(1) – Meetings of Government
- Section 29 (1) – Deliberations of an FOI Body

3. Right of appeal

You may appeal this decision within 4 weeks of receiving this letter which will involve a complete reconsideration of the matter by a more senior member of the staff of this Department. In the event that you need to make such an appeal, you can do so by writing to the Freedom of Information Unit, Department of Education and Skills, Marlborough Street, Dublin 1. Your correspondence should include a fee of €30 for processing the appeal. Payment should be made by way of personal cheque or postal money order made payable to the accountant the Department of Education and Skills. Please note the Department of Education and Skills no longer accept cheque payments from business users. For further information regarding payment methods for business users, please email foi@education.gov.ie

Should you have any questions or concerns regarding the above, please contact me by telephone on 01-8896433.

Yours sincerely,



Stacey Cannon
Private Secretary
Secretary General's Office

