

An Roinn Oideachais agus Scileanna
Bóthar Phort Laoise
An Tulach Mhór
Co. Uíbh Fhailí
R35 Y2N5



Department of Education and Skills
Portlaoise Road
Tullamore
Co. Offaly
R35 Y2N5

26th April 2018

[REDACTED]

Re: FOI request 2018/137

Dear [REDACTED]

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

"In respect of the Student Grants Appeals Board, details of all expenses/fees/remuneration and expenses paid to the six members of the Board appointed on 8/9/2011 and re-appointed on 8/9/2016, as per the table below.

Board member		2012	2013	2014	2015	2016	2017
Brenna Clarke	Fees:	€					
	Expenses:	€					
Eithne Frost	Fees:	€					
	Expenses:	€					
Grainne Healy	Fees:	€					
	Expenses:	€					
Kevin Ryan (Prof.)	Fees:	€					
	Expenses:	€					
Maureen Waldron	Fees:	€					
	Expenses:	€					
Padraic McNamara	Fees:	€					
	Expenses:	€					

I have now made a final decision to grant your request on 27th April 2018.

You requested that details of fees and expenses be inserted in the table you provided. However, I have decided to release the records as generated by our Financial Management System (FMS) as I consider this the most appropriate form of access in this case as we do not retain a record of the fees and expenses as per the table above. Accordingly, a copy of the records is now enclosed including a schedule of these records.

The SGAB is scheduled to meet twice a month but on occasion may be required to have an extra meeting due to the number of appeals received and the constraints of

the statutory timeline for the appeals to be decided on. Each meeting involves a full days sitting plus a day for preparatory work. Members were paid a daily fee of €150 which includes any preparatory work required in advance of the meeting. The fee is subject to tax in accordance with Revenue Commissioners Statement of Practice SP-IT/1/04 (revised April 2011). The daily fee was increased to €295 from 9th February, 2016.

Separately, Board members receive travel and subsistence in line with the civil service rates applicable at the date of the meeting.

I wish to advise you that Grainne Healy was appointed to the Board on 8th September 2016 for the first time.

Right of appeal

You may appeal this decision. 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 D01 RC96 or email foi@education.gov.ie

Your correspondence should include a fee of €30 (€10 for medical card holders) for processing the appeal. Payment should be made by way of personal cheque or postal money order made payable to the accountant in 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

You should make your appeal within 4 weeks from the date of this notification, where a day is defined as a working day excluding, the weekend and public holidays. However, the making of a late appeal may be permitted in appropriate circumstances. The appeal will involve a complete reconsideration of the matter by a more senior member of the staff of this body.

Publication

All non-personal FOI requests will be recorded on an FOI disclosure log which will be published on the Department of Education and Skills website in due course. Should you wish to discuss the above, please contact me by telephone at [Insert Number].

Yours sincerely,



Julie Cleary

Higher Executive Officer

Higher Education – Equity of Access