



AFBI Headquarters  
Newforge Lane  
Belfast  
BT9 5PX

**BY EMAIL**

Mary  
[request-552286-  
5444cb6a@whatdotheyknow.com](mailto:request-552286-5444cb6a@whatdotheyknow.com)

Our **AFBIFOI20190203**  
reference:

Date **5 March 2019**

Dear Mary

**Freedom of Information Act 2000**

Thank you for your email of 13 February 2019 where you requested information about a closed session recorded in the minutes of the Board Meeting held on 5th January 2017. I have responded to each request in turn below:

**Qu.1:** Were Minutes taken for this closed session?

**AFBI Response:**

*While we do not believe that the information sought by this request to properly be the subject matter of an information request under the Freedom of Information Act 2000, we can confirm that minutes were not taken for this closed session.*

**Qu. 2:** If Minutes were recorded, why have they not been published?

**AFBI Response:**

*Not applicable, see response to Qu. 1 above*

**Qu.3:** If Minutes were not recorded, why not?

**AFBI Response:**

*While we do not believe that the information sought by this request to properly be the subject matter of an information request under the Freedom of Information Act 2000, we can confirm that the closed session was held to discuss confidential issues.*



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If you are unhappy with the manner in which your request for information has been handled or the decision to release/withhold information, you have the right to request a formal internal review by the Institute. This review will be undertaken by member(s) of AFBI staff (who were not involved in the original case) and will provide a fair and thorough assessment of procedures and decisions taken.

A review request must be made in writing either to the address above or via email to the AFBI FOI Officer ([foi.officer@afbini.gov.uk](mailto:foi.officer@afbini.gov.uk)) and should be made within two months of the date of this letter; please note that we are not obliged to accept a request received outside this timeframe.

We shall endeavour to complete the review and respond to you within 20 working days of receipt, or advise you of the anticipated target date.

If, after such an internal review you are still unhappy with the response, you have the right to appeal to the Information Commissioner at Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF, who will undertake an independent review.

Please remember to quote the reference number above in any future communications.

Yours sincerely,

AFBI FOI Officer  
[Foi.officer@afbini.gov.uk](mailto:Foi.officer@afbini.gov.uk)