

Freedom of Information Request ref. 799-20/21

Request

Now that this part of my Fol request is complete, would you now please provide the metadata associated with the processing of this request.

Response

Please find attached to the covering email copies of 8 x emails generated in regard to your request. These have been redacted in line with Section 40(2) of the Freedom of Information Act 2000 (i.e. removal of personal information).

Any telephone and/or conversations over virtual methods (e.g. Zoom, Teams, Skype) are not recorded. Therefore, any such discussions that occurred for FOI reference 670-20/21 would be neither held nor in scope of FOI.

However, all FOI requests are inputted on to a central Microsoft SharePoint database. The request is uploaded into this database. The relevant extract (i.e. FOI-670-20/21) has been screenshot and is attached to the covering email. This has also been redacted in line with Section 40(2) of the Freedom of Information Act 2000 (i.e. removal of personal information, including officer names where they are below Head of Service).

Please note that not all administration emails are retained in the FOI process (i.e. some will be deleted during the standard FOI process), as there is no legal reason or process requirement to keep such emails. That said, what is held has been provided and is attached to the covering email.

-- END --