

Item 1

From: LARA, Almudena

Sent: 22 November 2015 18:04

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; KISSACK, Paul; PS, Advisers; [Redacted – DfE staff]

Subject: RE: FOI to clear Monday - Internal review of Isabelle diary request

[Redacted – DfE staff],

I am happy with this response.

Thanks –

Almudena

Item 2

From: [Redacted – DfE staff]
Sent: 20 November 2015 10:27
To: LARA, Almudena
Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; KISSACK, Paul; PS, Advisers; [Redacted – DfE staff]
Subject: FOI to clear monday - Internal review of Isabelle diary request
Attached: FOI 2015-0048801-Request for internal review- Isabelle Trowler diary...docx

Hi Almudena,

Here is the first of two FOI responses that I'll be sending today for clearance on **Monday** (to allow time for Perm Sec to clear by Tuesday).

This is a response to the request by Polly Burns for an internal review into the decision to withhold Isabelle's diary. We held an internal review meeting, yesterday, with an independent DD and PIRAS, and the decision was upheld.

PIRAS has cleared the response.

Copying **Paul** for information and **advisers** in case they want the opportunity to review.

Many thanks,
[Redacted – DfE staff]

[Redacted – DfE staff]
[Redacted], **Department for Education**

Tel: [Redacted] **Ext:** - [Redacted]
Email: [Redacted]



**Department
for Education**

Item 3

Attachment to Item 2:

FOI 2015-0048801 – Request for internal review – Isabelle Trowler diary

Dear Ms Burns

I refer to your request for an internal review which was received on 27 October 2015. Your request read:

I am writing to request an internal review of Department for Education's handling of my FOI request 'Isabelle Trowler's diary'.

The Department has now completed its internal review process of your original request (our ref 2015-0043771) and has carried out a thorough review of the case, chaired by a senior officer who was not involved with the original request. The Department has decided to uphold the original decision not to disclose the information concerned, for the same reasons set out in the letter of 26 October 2015.

If you are unhappy with this decision, you have the right to appeal directly to the Information Commissioner. The Information Commissioner can be contacted at:

The Case Reception Unit
Customer Service Team
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Further information about the Information Commissioner's complaints procedure can be found on the Information Commissioner's Office website: <https://ico.org.uk/for-organisations/guide-to-freedom-of-information/complaints/>

Yours sincerely,

[Redacted – DfE staff]

Item 4

From: [Redacted – DfE staff]
Sent: 19 November 2015 17:55
To: [Redacted – DfE staff]
Cc: [Redacted – DfE staff]; [Redacted – DfE staff]
Subject: Response to clear: Internal Review of Isabelle Trowler diary FOI

Hi [Redacted – DfE staff],

Thanks for attending the review meeting earlier today. I've attached a straightforward response reflecting the decision to uphold the original response.

Please could you confirm if you are happy with this? If you could respond by **3pm tomorrow/Friday** I'd be very grateful so I can get DD and then Perm Sec clearance before the Tuesday deadline.

Many thanks,
[Redacted – DfE staff]

[Redacted – DfE staff]
[Redacted], Department for Education

Tel: [Redacted] Ext: - [Redacted]
Email: [Redacted]



Department
for Education

Item 5

From: [Redacted – DfE staff]

Sent: 24 November 2015 11:10

To: SPATCHER, Jacquie

Cc: [Redacted – DfE staff]

Subject: FW: Response to clear: Internal Review of Isabelle Trowler diary FOI

Importance: High

Attached: FOI 2015-0048801 – Request for internal review – Isabelle Trowler diary...docx

Hi Jacquie,

Really sorry, I didn't realise I had to clear this response with you as well as my DD. My DD and PIRAS are happy with it. Are you able to clear as soon as possible as the deadline is today?

Many thanks,

[Redacted – DfE staff]

[Redacted – DfE staff]

Tel: [Redacted] Ext: [Redacted] Email: [Redacted]

Item 6

From: SPATCHER, Jacquie

Sent: 24 November 2015 12:29

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]

Subject: RE: Response to clear: Internal Review of Isabelle Trowler diary FOI

Hi [Redacted – DfE staff] – I didn't think I needed to clear this either but anyway I've had a quick look and it's fine, thanks.

Jacquie

Ext [Redacted]

Item 7

From: [Redacted – DfE staff]

Sent: 23 October 2015 12:27

To: PERMANENT, Secretary

Cc: TROWLER, Isabelle; LARA, Almudena; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: FOI 2015-0043771 Polly Burns re. Isabelle Trowler's Diary

Attached: Draft response to Polly Burns re. Diary...docx

Dear [Redacted – DfE staff],

Please see attached draft response to Polly Burns regarding Isabelle Trowler's diary. This has been cleared by [Redacted – DfE staff] (PIRAS), Almudena Lara (DD) and Isabelle Trowler.

I would be grateful if you could get clearance from the Permanent Secretary for this FOI response.

Many thanks,

[Redacted – DfE staff]

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Address: Sanctuary Buildings, Great Smith Street, London, SW1P 3BT

Web: www.gov.uk/dfes

Do you know a social worker who deserves an Honour?

We want to hear from you <https://www.gov.uk/honours>



Department
for Education

Item 8

Attachment to Item 7

I am writing in response to your request for information, which was received on 30 September 2015.

In that request, you asked:

Please send me copies of Isabelle Trowler's diary since she started in post as a Chief Social Worker.

If you feel that this request exceeds the statutory time limit, please send as much information as possible, working backwards from today.

I have dealt with your request under the Freedom of Information Act 2000 ("the Act").

The Department holds this information but considers that it is exempt under section 36(2)(b)(i),(ii) and s36(2)(c) and s40(2) of the Act.

The Act says at section 36(2)(b)(i),(ii) and (c) that certain information is exempt from disclosure if, in the reasonable opinion of a qualified person, (in the case of government departments, a Minister) disclosure of the information under the Act:

- Would, or would be likely to, inhibit-
 - i. The free and frank provision of advice, or
 - ii. The free and frank exchange of views for the purpose of deliberation, section 36(2)(b), or
- Would otherwise prejudice, or would be likely otherwise to prejudice, the effective conduct of public affairs – section 36(2)(c)

Section 36(2) is a qualified exemption, so we have conducted a public interest test.

Factors in favour of disclosure:

- There is a public interest in openness.
- There is a public interest in understanding the meetings that senior officials attend.

Factors in favour of maintaining the exemption:

- Officials must be able to organise their time effectively.
- Officials must be able to hold meetings without creating speculation about the subject matter of those meetings.
- It is important that officials are free to arrange meetings without fear of provoking speculation on why they are holding the meetings and having to spend time rebutting inferences which may be drawn from the meetings.
- The diary covers the past two years, so the information is very recent.
- Confidentiality is necessary for ministers and officials to develop strategies for government policies and a safe space is needed in order to ensure the effective conduct of public affairs.
- Disclosure would be likely to inhibit the free flow of ideas between officials, and with ministers, and the free and frank exchange of views for the purpose of deliberation by making officials more cautious about which meetings they attended if they thought this information would

find its way into the public domain. This would lead to poorer decision making and management of the department.

For the reasons given above the Department has decided that the balance of the public interest falls in favour of withholding this information at this time.

We have applied section 40(2) (personal data), this is because the information in question includes 3rd party personal data. Personal data is that which relates to a living individual who can be identified from that data, or from that data and other information which is likely to be in, or to come into, the possession of the requestor. Disclosure of this information would contravene a number of the data protection principles in the Data Protection Act 1998, and would be regarded as 'unfair'. By that, we mean the likely expectations of the data subject that his or her information would not be disclosed to others and the effect which disclosure would have on the data subject. Section 40(2) is an absolute exemption and is not subject to the public interest test.

If you have any queries about this letter, please contact me. Please remember to quote the reference number below in any future communications.

If you are unhappy with the way your request has been handled, you should make a complaint to the Department by writing to me within two calendar months of the date of this letter. Your complaint will be considered by an independent review panel, who were not involved in the original consideration of your request.

If you are not content with the outcome of your complaint to the Department, you may then contact the Information Commissioner's Office.

Yours sincerely,

[Redacted – DfE staff]

Item 9

From: LARA, Almudena

Sent: 14 October 2015 12:22

To: [Redacted – DfE staff]

Subject: Polly Burns 2015-0043771 -= AL

Attached: Polly Burns 2015-0043771 -=AL.doc

Attached with some small edits.

a

Item 10

From: LARA, Almudena

Sent: 21 October 2015 12:54

To: [Redacted – DfE staff]; [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: FOI 2015-0043771 Polly Burns

Attached: Draft response to Polly Burns re. Diary-AL.docx

With some small comments.

a

Head of Children's Social Work Reform

Work: [Redacted] | BB: [Redacted] | Private Mobile: [Redacted]

Item 11

From: [Redacted – DfE staff]

Sent: 21 October 2015 12:47

To: [Redacted – DfE staff]; LARA, Almudena

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: FOI 2015-0043771 Polly Burns

Attached: Draft response to Polly Burns re. Diary.docx

Dear [Redacted – DfE staff] and Almudena,

Please see attached draft (following the Minister's signed s.36 submission) to Polly Burns about Isabelle Trowler's diary. Please can you confirm that you are content with this.

I will need to show to Isabelle too and the Permanent Secretary would also like to clear before sending.

Thanks,

[Redacted – DfE staff]

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 12

Attachment to Item 11

I am writing in response to your request for information, which was received on 30 September 2015.

In that request, you asked;

Please send me copies of Isabelle Trowler's diary since she started in post as a Chief Social Worker.

If you feel that this request exceeds the statutory time limit, please send as much information as possible, working backwards from today.

I have dealt with your request under the Freedom of Information Act 2000 ("the Act").

The Department holds this information but considers that it is exempt under section 36(2)(b)(i),(ii) and s36(2)(c) and s40(2) of the Act.

The Act says at section 36(2)(b)(i),(ii) and (c) that certain information is exempt from disclosure if, in the reasonable opinion of a qualified person, (in the case of government departments, a Minister) disclosure of the information under the Act:

- Would, or would be likely to, inhibit-
 - iii. The free and frank provision of advice, or
 - iv. The free and frank exchange of views for the purpose of deliberation, section 36(2)(b), or
- Would otherwise prejudice, or would be likely otherwise to prejudice, the effective conduct of public affairs – section 36(2)(c)

Section 36(2) is a qualified exemption, so we have conducted a public interest test.

Factors in favour of disclosure:

- There is a public interest in openness.
- There is a public interest in understanding the meetings that senior officials attend.

Factors in favour of maintaining the exemption;

- Officials must be able to organise their time effectively.
- Officials must be able to hold meetings without creating fruitless speculation about the subject matter of those meetings, especially, as in this instance, the details of what was discussed are not contained in the diary.
- It is important that officials are free to arrange meetings without fear of provoking speculation on why they are holding the meetings and having to spend time rebutting inferences which may be drawn from the meetings.
- The diary covers the past two years, so the information is very recent.

For the reasons given above the Department has decided that the balance of the public interest falls in favour of withholding this information at this time.

We have applied section 40(2) (personal data), this is because the information in question includes 3rd party personal data. Personal data is that which relates to a living individual who can be identified from that data, or from that data and other information which is likely to be in, or to come into, the possession of the requestor. Disclosure of this information would contravene a number of the data protection principles in the Data Protection Act

1998, and would be regarded as 'unfair'. By that, we mean the likely expectations of the data subject that his or her information would not be disclosed to others and the effect which disclosure would have on the data subject. Section 40(2) is an absolute exemption and is not subject to the public interest test.

If you have any queries about this letter, please contact me. Please remember to quote the reference number below in any future communications.

If you are unhappy with the way your request has been handled, you should make a complaint to the Department by writing to me within two calendar months of the date of this letter. Your complaint will be considered by an independent review panel, who were not involved in the original consideration of your request.

If you are not content with the outcome of your complaint to the Department, you may then contact the Information Commissioner's Office.

Yours sincerely,

[Redacted – DfE staff]

Item 13

From: PS, Gyimah

Sent: 19 October 2015 11:00

To: [Redacted – DfE staff]; PS, Gyimah

Cc: PERMANENT, Secretary; PS, Sec-OF-STATE; PS, Advisers; TROWLER, Isabelle; ARCHER, Graham; [Redacted – DfE staff]; [Redacted – DfE staff]; KISSACK, Paul; [Redacted – DfE staff]; LARA, Almudena; [Redacted – DfE staff]; [Redacted – DfE staff]; PENNELLS, Rose

Subject: RE: FOI 2015-0043771 Polly Burns- s.36 submission

Attachment: FOI-2015 – Burns- 191015.pdf ...

Dear [Redacted – DfE staff],

Please see attached s.36 submission signed by the Minister.

Best wishes,

[Redacted – DfE staff]

[Redacted] to Sam Gyimah, Parliamentary Under Secretary of State for Education and Childcare

Tel: [Redacted] || Email: gyimah.ps@education.qsi.gov.uk

 Department for Education

Item 14

From: [Redacted – DfE staff]

Sent: 15 October 2015 15:13

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; LARA, Almudena

Subject: RE: FOI 2015-0043771 Polly Burns

Attached: Polly Burns 2015-0043771 – AL HH comments.doc

Hi [Redacted – DfE staff]

Thanks for this – I have made some tweaks and rearranged a few of the paragraphs to bring this in line with the usual template format (the minister will be familiar with this). Sorry if it looks like a lot of track changes, it's not as many as it initially seems. I haven't messed around with the substance.

I have also added in a grid of information to be withheld. I realise that there will be only one entry here but this will provide evidence of what information is in scope and considered if scrutinised – can you add the date range where suggested on the attached please.

I hope this makes sense.

Thanks

[Redacted – DfE staff]

[Redacted]

Privacy and Information Rights Advisory Service (PIRAS)

Department for Education

[Redacted] Floor, Sanctuary Buildings

Great Smith Street

Westminster, London SW1P 3BT

[Redacted]



Department
for Education

Item 15

From: [Redacted – DfE staff]

Sent: 15 October 2015 11:11

To: [Redacted – DfE staff]; LARA, Almudena

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: FOI 2015-0043771 Polly Burns

Attached: Polly Burns 2015-0043771 -=AL.doc

Hi [Redacted – DfE staff]- Almudena has come back with some minor points (attached) which I will update. Please can you confirm you are happy for me to send this to Minister Gyimah?

Thanks,

[Redacted – DfE staff]

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 16

From: [Redacted – DfE staff]

Sent: 14 October 2015 12:09

To: [Redacted – DfE staff]; LARA, Almudena

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: FOI 2015-0043771 Polly Burns

Attached: Polly Burns 2015-0043771.doc; Annex B- Sample of Isabelle...

Dear Almudena and [Redacted – DfE staff],

[out of scope] I am writing now to ask for clearance on my s.36 sub for FOI 2015-0043771 which specifically relates to Isabelle Trowler's diary.

Please can you confirm you are happy with the sub so that I can send on to the Minister.

Many thanks,

[Redacted – DfE staff]

[out of scope]

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Address: Sanctuary Buildings, Great Smith Street, London, SW1P 3BT

Web: www.gov.uk/dfe

Do you know a social worker who deserves an Honour?

We want to hear from you <https://www.gov.uk/honours>



Department
for Education

Item 17

From: LARA, Almudena

Sent: 23 October 2015 11:02

To: [Redacted – DfE staff]; [Redacted – DfE staff]; TROWLER, Isabelle

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: FOI 2015-0043771 Polly Burns re. Isabelle Trowler's Diary

I am happy with this if the FOI team is.

a

Item 18

From: [Redacted – DfE staff]

Sent: 23 October 2015 10:44

To: LARA, Almudena; [Redacted – DfE staff]; TROWLER, Isabelle

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: FOI 2015-0043771 Polly Burns re. Isabelle Trowler's Diary

Attached: Draft response to Polly Bufrns re. Diary AL-HH-SL.docx

[Redacted – DfE staff], Isabelle, Almudena,

Please see attached draft response to Polly Burns for FOI 2015-0043771 regarding Isabelle Trowler's diary.

[Redacted – DfE staff] and Almudena- you have already seen this draft, but just need your official sign off please.

Isabelle- please confirm you are happy with this.

I would like to also get this one to Perm Sec's office as soon as possible to send out as well.

Thanks so much,

[Redacted – DfE staff]

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 19

From: [Redacted – DfE staff]

Sent: 21 October 2015 16:04

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; LARA, Almudena

Subject: RE: FOI 2015-0043771 Polly Burns

Attached: Draft response to Polly Bufrns re. Diary AL-HH-SL.docx

Thanks, I have now updated based on [Redacted – DfE staff] and Almudena's comments- please see attached.

Please confirm you are happy with this draft.

Thanks so much,

[Redacted – DfE staff]

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 20

From: TROWLER, Isabelle

Sent: 23 October 2015 11:00

To: [Redacted – DfE staff]

Subject: Re: FOI 2015-0043771 Polly Burns re. Isabelle Trowler's Diary

OK. All fine by me. Thanks

Isabelle

Sent from my BlackBerry 10 smartphone.

Item 21

From: [Redacted – DfE staff]

Sent: 23 October 2015 12:05

To: [Redacted – DfE staff]; LARA, Almudena; TROWLER, Isabelle

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: FOI 2015-0043771 Polly Burns re. Isabelle Trowler's Diary

Hi [Redacted – DfE staff]

Thanks for this – happy with this to proceed.

[Redacted – DfE staff]

[Redacted]

Privacy and Information Rights Advisory Service (PIRAS)

Department for Education

[Redacted] Floor, Sanctuary Buildings

Great Smith Street

Westminster, London SW1P 3BT

[Redacted]



Department
for Education

Item 22

From: [Redacted – DfE staff]
Sent: 08 October 2015 15:40
To: [Redacted – DfE staff]
Subject: RE: FOI Requests

Hi [Redacted – DfE staff],

Would a phone call be best to take this forward?
[Redacted – DfE staff]

[Redacted – DfE staff]
[Redacted]
Tel: [Redacted]

Item 23

From: [Redacted – DfE staff]

Sent: 24 November 2015 09:17

To: PERMANENT, Secretary

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: FOI response to clear - internal review of decision to withhold Chief Social Worker's diary

Hi [Redacted – DfE staff],

Ok that's great. .

Thanks,

[Redacted – DfE staff]

[Redacted – DfE staff]

Tel: [Redacted] **Ext:** [Redacted] **Email:** [Redacted]

Item 24

From: [Redacted – DfE staff]
Sent: 25 November 2015 12:34
To: [Redacted – DfE staff]
Cc: [Redacted – DfE staff]
Subject: RE: Internal Review
Attached: Internal Review 2015-0048801 – DD comments.docx

Hi [Redacted – DfE staff],

Thanks for this. Couple of little suggestions in track changes.

Cheers,

[Redacted – DfE staff]

[Redacted – DfE staff]

| [Redacted] |

| Privacy and Information Rights Advisory Service (PIRAS)

| Legal Adviser's Office | Department for Education | [Redacted], Sanctuary
Buildings

Tel: [Redacted] (internal: [Redacted])



Department for Education

Item 25

From: [Redacted – DfE staff]
Sent: 23 November 2015 16:53
To: [Redacted – DfE staff]
Cc: [Redacted – DfE staff]
Subject: RE: Internal Review

[Redacted – DfE staff]- please see my report attached. Please let me know if this is enough detail.

Thanks,
[Redacted – DfE staff]

[Redacted – DfE staff]
[Redacted]
Tel: [Redacted]

Item 26

From: [Redacted – DfE staff]

Sent: 03 November 2015 16:56

To: [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: Next steps on the FOIs we have in regarding Isabelle Trowler

Thanks both,

I've just set up a chat with [Redacted – DfE staff] in PIRAS to talk through the one [Redacted – DfE staff] was working on before going on leave. She's also going to give me an overview of the internal review process but you're right that [Redacted – DfE staff] leads on them so I will pick up any detailed points with him afterwards.

I'm going to put some time in on the FOIs on Thursday so will hopefully have a clearer picture of next steps then!

[Redacted – DfE staff]

[Redacted – DfE staff]

Tel: [Redacted] **Ext:** [Redacted] **Email:** [Redacted]

Item 27

From: [Redacted – DfE staff]

Sent: 20 November 2015 09:52

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: Response to clear: Internal Review of Isabelle Trowler diary FOI

Hi [Redacted – DfE staff],

Nice to meet you all yesterday & the letter looks perfect.

Best wishes,

[Redacted – DfE staff]

[Redacted – DfE staff]

| [Redacted] |

| Privacy and Information Rights Advisory Service (PIRAS)

| Legal Adviser's Office | Department for Education | [Redacted], Sanctuary

Buildings

Tel: [Redacted]

 Department for Education

Item 28

From: [Redacted – DfE staff]

Sent: 05 November 2015 16:20

To: [Redacted – DfE staff]

Subject: Isabelle Trowler's Diary

Attached: Re: FOI 2015-043771 Polly Burns re. Isabelle Trowler's Diary; FOI 2015-0043771
Polly Burns- s.36 submission

Hi [Redacted – DfE staff]

I haven't PDFs of the diary in relation to this request but here is the s36 sub (including summary examples of the diary) and the response for info.

Thanks

[Redacted – DfE staff]

Item 29

From: PERMANENT, Secretary

Sent: 23 October 2015 16:58

To: [Redacted – DfE staff]; PERMANENT, Secretary

Cc: TROWLER, Isabelle; LARA, Almudena; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: FOI 2015-0043771 Polly Burns re. Isabelle Trowler's Diary

Attached: Draft response to Polly Burns re. Diary AL-HH-S1.DOCX

Hi [Redacted – DfE staff],

Andrew McCully has cleared this response as acting Permanent Secretary. I hope it's okay I made a few stylistic and formatting changes to make it a bit clearer to read, attached is the version that went to Andrew.

Kind regards,

[Redacted – DfE staff]

[Redacted – DfE staff]

Permanent Secretary's Office

Department for Education

T: [Redacted]

E: permanent.secretary@education.gsi.gov.uk

A: [Redacted], Sanctuary Buildings, Great Smith Street, London, SW1P 3BT.

Item 30

From: [Redacted – DfE staff]

Sent: 19 October 2015 11:04

To: PS, Gyimah

Subject: RE: FOI 2015-0043771 Polly Burns- s.36 submission

Thanks so much [Redacted – DfE staff].

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 31

From: [Redacted – DfE staff]

Sent: 15 October 2015 16:51

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; LARA, Almudena

Subject: RE: FOI 2015-0043771 Polly Burns

Will do- I'll amend and then send up now.

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 32

From: [Redacted – DfE staff]

Sent: 15 October 2015 15:48

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; LARA, Almudena

Subject: RE: FOI 2015-0043771 Polly Burns

Attached: Polly Burns 2015-0043771 – AL HH SL.doc

OK- I have amended again.

Please confirm you are content. Thanks,

[Redacted – DfE staff]

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 33

From: [Redacted – DfE staff]
Sent: 19 November 2015 16:15
To: [Redacted – DfE staff]; SPATCHER, Jacquie
Cc: [Redacted – DfE staff]
Subject: Internal Review Meeting- 19 Nov 2015

Hi All,

Please see below a brief note of the meeting that we had today, 19 November from 15:00, about the Internal Review 2015-0048801.

Attendees: [Redacted – DfE staff] (original drafter); Jacquie Spatcher (independent DD); [Redacted – DfE staff] (PIRAS); [Redacted – DfE staff] (observer).

This meeting reviewed the handling of the original FOI case 2015-0043771 and the decision to withhold Isabelle Trowler's diary under sections 36 and 40 of the FOI Act.

After considering the reasons for withholding the information, Jacquie decided to uphold the decision.

Thanks,
[Redacted – DfE staff]

[Redacted – DfE staff]
[Redacted]
Tel: [Redacted]
Address: Sanctuary Buildings, Great Smith Street, London, SW1P 3BT
Web: www.gov.uk/dfe

Do you know a social worker who deserves an Honour?
We want to hear from you <https://www.gov.uk/honours>



Department
for Education

Item 34

From: [Redacted – DfE staff]

Sent: 24 November 2015 12:31

To: SPATCHER, Jacquie; [Redacted – DfE staff]

Subject: RE: Response to clear: Internal Review of Isabelle Trowler diary FOI

Attached: Internal Review 2015-0048801.docx

Thanks Jacquie- very helpful.

Just for your info, please find attached the report that I wrote (covers all the points we discussed).

[Redacted – DfE staff]

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 35

From: [Redacted – DfE staff]

Sent: 30 October 2015 15:07

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; LARA, Almudena

Subject: RE: Internal review of Freedom of Information request - Isabelle Trowler's diary

<http://workplaces/sites/csc/WorkplaceDocuments/Forms/AllItems.aspx?RootFolder=%2Fsites%2Fcsc%2FWorkplaceDocuments%2F05%5FChildren%27s%5FSocial%5FCare%5FReform%2F04%5FChief%5FSocial%5FWorker%2FOI%2FPolly%20Burns%202015%2D0043771%20re%2E%20Isabelle%20Trowler%27s%20Diary&FolderCTID=0x0120004D49EF53F1F8ED48B3AB4C5AF03DA5C8&View={1AD9AB67-C253-4AF8-B1C7-EEC143203AF4}>

Link to workplaces (in Children's Social Care Reform, Chief Social Worker, FOI) where all info is saved re. diary FOI.

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 36

From: [Redacted – DfE staff]

Sent: 30 October 2015 14:54

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; LARA, Almudena

Subject: FW: Internal review of Freedom of Information request - Isabelle Trowler's diary

All,

Again very sorry- Polly wants an internal review because we withheld Isabelle's diary.

[Redacted – DfE staff]

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 37

From: [Redacted – DfE staff]

Sent: 18 November 2015 14:41

To: [Redacted – DfE staff]; SPATCHER, Jacquie

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: FW: Internal review of Freedom of Information request - Isabelle Trowler's diary

[Redacted – DfE staff]- as requested, please see below for the request for an internal review.

[Out of scope]

Thanks,

[Redacted – DfE staff]

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 38

From: [Redacted – DfE staff]

Sent: 16 October 2015 09:36

To: PENNELLS, Rose; PS, Gyimah

Cc: PERMANENT, Secretary; PS, Sec-OF-STATE; PS, Advisers; TROWLER, Isabelle; ARCHER, Graham; [Redacted – DfE staff]; [Redacted – DfE staff]; KISSACK, Paul; [Redacted – DfE staff]; LARA, Almudena; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: FOI 2015-0043771 Polly Burns- s.36 submission

Yes of course Rose- sorry, just the way I drafted my email. The sub has it phrased correctly.

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 39

From: PENNELLS, Rose

Sent: 15 October 2015 20:23

To: [Redacted – DfE staff]; PS, Gyimah

Cc: PERMANENT, Secretary; PS, Sec-OF-STATE; PS, Advisers; TROWLER, Isabelle; ARCHER, Graham; [Redacted – DfE staff]; [Redacted – DfE staff]; KISSACK, Paul; [Redacted – DfE staff]; LARA, Almudena; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: FOI 2015-0043771 Polly Burns- s.36 submission

[Redacted – DfE staff]

Just to be clear, the FOI question for Minister Gyimah is whether he agrees that Isabelle Trowler's diary would be caught by s36 (he is not being asked about the decision on withholding).

The decision about whether to withhold is then subject to a public interest test which you/your team will assess.

I've only skimmed the submission, so please will you ([Redacted – DfE staff]) double-check that it is framed in that way? Assuming yes, then [Redacted – DfE staff] please just make sure that we're really clear with the Minister and our response about the specific decision that he is taking!

Thanks all

Rose

.....

Rose Pennells

Principal Private Secretary to Rt. Hon Nicky Morgan MP | Department for Education

[Redacted] | [Redacted]

Item 40

From: [Redacted – DfE staff]

Sent: 15 October 2015 17:02

To: PS, Gyimah

Cc: PERMANENT, Secretary; PS, Sec-OF-STATE; PS, Advisers; TROWLER, Isabelle; ARCHER, Graham; [Redacted – DfE staff]; [Redacted – DfE staff]; KISSACK, Paul; [Redacted – DfE staff]; LARA, Almudena; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: FOI 2015-0043771 Polly Burns- s.36 submission

Attached: Polly Burns 2015-0043771 – AL HH SL.doc ...

Dear [Redacted – DfE staff],

Please see attached submission asking for Minister Gyimah's opinion as a qualified person to withhold Isabelle Trowler's diary under section 36 of the FOI Act. This submission has been cleared by Almudena Lara (DD) and [Redacted – DfE staff] (PIRAS).

[Out of scope]

Do let me know if you require any more information on this or feel free to give me a phone call to discuss.

Kind regards,

[Redacted – DfE staff]

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Address: Sanctuary Buildings, Great Smith Street, London, SW1P 3BT

Web: www.gov.uk/dfe

Do you know a social worker who deserves an Honour?

We want to hear from you <https://www.gov.uk/honours>



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Item 41

From: [Redacted – DfE staff]

Sent: Friday, 23 October 2015 10:56

To: TROWLER, Isabelle

Subject: RE: FOI 2015-0043771 Polly Burns re. Isabelle Trowler's Diary

Isabelle- this one is on your diary- there are 2 for you to look at. We are not releasing your diary.

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 42

From: TROWLER, Isabelle

Sent: 23 October 2015 10:56

To: [Redacted – DfE staff]; LARA, Almudena; [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: Re: FOI 2015-0043771 Polly Burns re. Isabelle Trowler's Diary

I can't see the details - just the letter. Where is the spreadsheet?

Isabelle

Sent from my BlackBerry 10 smartphone.

Item 43

From: [Redacted – DfE staff]
Sent: 07 October 2015 15:10
To: [Redacted – DfE staff]
Cc: [Redacted – DfE staff]; [Redacted – DfE staff]
Subject: FOI Requests

Hi [Redacted – DfE staff],

In [Redacted – DfE staff] and [Redacted – DfE staff]'s absence, I am emailing you to ask for some advice on some FOIs that have come in. I have attached the four requests above so you can see in full. They are all from Polly Burns and all relate to Isabelle Trowler- can I respond to these in one go or do I have to do each one individually?

1. Re. her diary

Please send me copies of Isabelle Trowler's diary since she started in post as a Chief Social Worker.

[Out of scope]. I am proposing we do so again- please confirm that you agree with this.

2. [Out of scope]

3. [Out of scope]

4. [Out of scope]

Next steps- I'll await your responses to my questions underlined above. Then if you agree, I'll need to write s.36 submissions to the Minister to get his approval for its use. Then I'll need to draft the responses and get cleared. Please let me know if you think there is anything else that I need to consider/do for this.

These came in on 25 and 30 September, so already lots of time has passed. I will need to get cracking on these asap! So please can you get back to me quickly- very grateful for all your help.

Thanks so much,
[Redacted – DfE staff]

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Address: Sanctuary Buildings, Great Smith Street, London, SW1P 3BT

Web: www.gov.uk/dfe

Do you know a social worker who deserves an Honour?

We want to hear from you <https://www.gov.uk/honours>



Department
for Education

Item 44

From: [Redacted – DfE staff]

Sent: 03 November 2015 16:21

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]

Subject: Next steps on the FOIs we have in regarding Isabelle Trowler

Attached: 2015-0048820 – Polly Burns – Correspondence Isabelle Trowler...

[Redacted – DfE staff],

We spoke earlier about the FOIs we have in. We have three pieces of work in relation to the FOIs that I would be grateful if you could take forward.

- [Out of scope]
- Polly Burns has asked for a review of the decision to withhold Isabelle's diary. [Redacted – DfE staff] who works in the Permanent Secretary's Office, who has been involved in a number of reviews, has offered to advise us. I would be grateful if you could take this offer up and work out what we need to do and how we can do it.
- [Out of scope]

I have attached all the relevant emails.

Many thanks and do ask if you have any questions.

[Redacted – DfE staff]

Item 45

From: [Redacted – DfE staff]

Sent: 23 November 2015 10:57

To: PERMANENT, Secretary

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: FOI response to clear - internal review of decision to withhold Chief Social Worker's diary

Attached: FOI 2015-0048801 – Request for internal review – Isabelle Trowler diary.docx

Hi [Redacted – DfE staff],

Here is another for the Permanent Secretary to clear if you think it necessary. I'm not sure if he has directly requested to see this one but we have assumed so, on the basis that he has for all the other recent requests relating to Isabelle Trowler.

Again the deadline is **tomorrow/Tuesday 24 November** so a response by then would be appreciated, if possible.

This one is a straightforward response. In October we withheld Isabelle Trowler's diary after an FOI request from Polly Burns, who followed this up by requesting an internal review. This took place last week with an independent DD and the decision was upheld.

Let me know if you want to discuss at all.

Many thanks,

[Redacted – DfE staff]

[Redacted – DfE staff]

The Office of the Chief Social Worker, Department for Education

Tel: [Redacted] Ext: - [Redacted]

Email: [\[Redacted\]](#)



Department
for Education

Item 46

From: [Redacted – DfE staff]
Sent: 19 November 2015 16:25
To: [Redacted – DfE staff]
Cc: [Redacted – DfE staff]
Subject: Internal Review

The guidance on the intranet says that I need to write a report of the findings- please can you advise me on this:

- Do you have a template?
- Or perhaps some previous examples I can look at?
- How detailed does this need to be?

Thanks so much,
[Redacted – DfE staff]

[Redacted – DfE staff]
[Redacted]
Tel: [Redacted]
Address: Sanctuary Buildings, Great Smith Street, London, SW1P 3BT
Web: www.gov.uk/dfes

Do you know a social worker who deserves an Honour?
We want to hear from you <https://www.gov.uk/honours>



Department
for Education

Item 47

From: [Redacted – DfE staff]

Sent: 19 November 2015 16:04

To: [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: Polly Burns - s36 Sub

Cheers [Redacted – DfE staff],

Thank you for confirming!

[Redacted – DfE staff]

Tel: [Redacted] **Ext:** [Redacted] **Email:** [Redacted]

Item 48

From: [Redacted – DfE staff]

Sent: 15 October 2015 16:25

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; LARA, Almudena

Subject: RE: FOI 2015-0043771 Polly Burns

Hi [Redacted – DfE staff]

This looks fine – just one small point. On the grid at annex B, can you add the date that the request was received as the end date of the period that you are considering in scope of this request (rather than “present”). This will be confirmation of the precise date span that we are considering as information in scope if this case is scrutinised.

Thanks again – speak soon

[Redacted – DfE staff]

[Redacted]

Privacy and Information Rights Advisory Service (PIRAS)

Department for Education

[Redacted] Floor, Sanctuary Buildings

Great Smith Street

Westminster, London SW1P 3BT

[Redacted]



Department
for Education

Item 49

From: [Redacted – DfE staff]

Sent: 08 October 2015 16:10

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: FOI Requests

Thanks [Redacted – DfE staff]- all makes sense to me. Very helpful. I best get cracking now.

[Redacted – DfE staff]

[Redacted]

Tel: [Redacted]

Item 50

From: [Redacted – DfE staff]

Sent: 08 October 2015 15:51

To: [Redacted – DfE staff]

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: FOI Requests

Hi [Redacted – DfE staff],

I'm sorry for holding you up. I was in a meeting yesterday when this came in, which went on all afternoon, and I've been tied up today as well.

Comments below, but happy to discuss if that would be easier....

[Redacted – DfE staff]

1. Re. her diary

Please send me copies of Isabelle Trowler's diary since she started in post as a Chief Social Worker.

[Out of scope]. I am proposing we do so again- please confirm that you agree with this. Yes please.

2. [Out of scope]

3. [Out of scope]

4. [Out of scope]

Item 51

From: [Redacted – DfE staff]
Sent: 16 November 2015 09:02
To: [Redacted – DfE staff]; [Redacted – DfE staff]
Cc: [Redacted – DfE staff]
Subject: RE: Sourcing a DD for internal FOI review

Thanks [Redacted – DfE staff]. Grateful if someone could let me know the reference number of this case & will it be possible to get the papers circulated by close tomorrow, 17 Nov? In the meantime here's some advice, in case people need it, on the Internal Review process.

Best wishes,

[Redacted – DfE staff]

[Redacted – DfE staff]
[Redacted]
Privacy and Information Rights Advisory Service (PIRAS)
Legal Adviser's Office
Department for Education
[Redacted], Sanctuary Buildings
Tel: [Redacted]



Department
for Education

Item 52

From: [Redacted – DfE staff]
Sent: 13 November 2015 17:30
To: [Redacted – DfE staff]; [Redacted – DfE staff]
Cc: [Redacted – DfE staff]
Subject: RE: Sourcing a DD for internal FOI review

I've just asked my old DD Jacquie Spatcher and she's agreed to do this.

[Redacted – DfE staff] – I've put a hold in for Thursday next week. [Redacted – DfE staff] or I will be in touch about next steps early in the week.

Thanks,
[Redacted – DfE staff]

[Redacted – DfE staff]

Tel: [Redacted] Ext: [Redacted] Email: [Redacted]

Item 53

From: [Redacted – DfE staff]

Sent: 30 September 2015 13:16

To: MINISTERS

Cc: [Redacted – DfE staff]

Subject: RE: Freedom of Information request - Isabelle Trowler's diary

Hello,

I think this is for Isabelle Trowler's office to respond to. [Out of scope].

Kind regards,

[Redacted – DfE staff]

[Redacted – DfE staff]

Permanent Secretary's Office

Department for Education

T: [Redacted]

E: permanent.secretary@education.gsi.gov.uk

A: [Redacted], Sanctuary Buildings, Great Smith Street, London, SW1P 3BT.

Item 54

From: MINISTERS

Sent: 30 September 2015 12:49

To: [Redacted – DfE staff]

Subject: FW: Freedom of Information request - Isabelle Trowler's diary

Hi [Redacted – DfE staff],

Would the FOI below be for private office?

Thanks

[Redacted – DfE staff]

Item 55

From: [Redacted – DfE staff]

Sent: 18 November 2015 15:54

To: [Redacted – DfE staff]; SPATCHER, Jacquie

Cc: [Redacted – DfE staff]; [Redacted – DfE staff]

Subject: RE: Internal review of Freedom of Information request - Isabelle Trowler's diary

Hi [Redacted – DfE staff],

Still coming to terms with the wonderful world of Iris myself, but have had a chat with colleagues. To set-up Q.2. as a new FOI you will need to send a copy of the email to the correspondence,pcu email address and ask them to log on Iris as a new FOI request and assign it to you.

Cheers,

[Redacted – DfE staff]

[Redacted – DfE staff]

[Redacted]

Privacy and Information Rights Advisory Service (PIRAS)

Tel: [Redacted]

Item 56

From: PS, Advisers

Sent: 20 November 2015 16:44

To: [Redacted – DfE staff]

Cc: PS, Advisers

Subject: RE: FOI to clear monday - Internal review of Isabelle diary request

Hi [Redacted – DfE staff],

This will be fine as the decision has been upheld.

The advisers will not need to clear this.

Kind regards,

[Redacted – DfE staff]

[Redacted] to the Special Advisers

Tel: [Redacted] | Email: [Redacted]

