



FOI Disclosure Log 2021

Date of request	Category of requester	Description of the Request	Decision	Date of Release
16.12.20	Journalists	Details of all expenses claimed by the President of the Institute between January 1 st 2017 and the date of request (16 th December 2020). To include an itemised breakdown of any voucher and unvouched expenses and records of spending by the President on any Institute credit cards.	Granted in full.	12.01.21
07.01.21	Journalists	Further to information supplied in FOI Ref 223, request copies of Travel & Subsistence claim forms submitted by or on behalf of named Councilors for select meetings held between 2015 and 2019. Any accompanying receipts submitted by or on behalf of the attending councilors. Where the events attended related to Dundalk IT Meetings, the Minutes of those meetings (other than GB meetings held after 2017 for which minutes are already available on line) Please indicate the start time and the location of the Interview panel where applicable.	Part Granted. Section 37	19.01.21
11.02.21	Staff	Staff External Work Activities 2013 –stats re how many cases were reported to the President in the year 2013 and the number of these cases the institute investigated and the number for which the IT equipment used by these staff members was	Granted in full.	02.03.21

		subjected to any search or scrutiny conducted by whom, & who authorised search?		
11.02.21	Staff	Requested copies of the minutes of all DkIT Finance Audit Risk Committee of Governing Body meetings for the years 2019 and 2020.	Granted in full.	21.02.21
11.02.21	Staff	Stats re number of staff who underwent disciplinary procedures & Stages of process, & sanction imposed in previous 10 years.	Granted in full.	24.02.21
15.02.21	Staff	Stats on how many times, in the ten years to Aug 2019, internal auditors have been engaged to report on the IT equipment used by a DKIT staff. The cost of this work and what procurement process used?	Granted in full.	25.02.21
02.03.21	Business/Interest Groups	Itemised details of recipients, dates, costs of all monies the Institute has paid over the last two years 01-03-19 to 01-03-21 on IT Consultancy and Legal Services.	Granted in full.	29.03.21
08.03.21	Staff	Explanation as to the details of author of job description for the post of Vice President Strategy, Communications & Development as advertised in 2017.	Refused. Section 15 (1) (d)	09.03.21
08.03.21	Staff	In response to previous FOI request (241) included information relating to a Raise A Concern contract, specifically the month and year in which they were engaged on that contract; the particular details of the procurement framework under which they were contracted (name, reference number, please forward NASF or equivalent etc); whether terms of engagement (terms of reference) were limited to an instruction to monitor/trawl & report on the IT usage of a single staff member.	Part Granted Section 37 (1)	09.03.21
24.03.21	Staff	Stats on how many staff were employed by DkIT in 2018 and of this number how many staff members, the Institutes solicitors were commissioned in 2018 to	Granted in full.	21.04.21

		investigate and report on the customers of the staff member's business interests.		
24.03.21	Staff	Requested copy of a letter dated 6 th January 2020 from the HEA to DKIT referenced in the FAR Committee Minutes MF196.3 together with any reply issued by DKIT to this letter.	Granted in full.	22.04.21
24.03.21	Staff	Requested the number of times the DkIT Disciplinary Procedure has been formally invoked in the last ten years to include the level or stage at which it has been invoked, the nature of the alleged behavior or performance issue and the level of the procedure at which it was resolved.	Refused. Section 15 (1) (a)	21.04.21
24.03.21	Staff	The amount DkIT paid to barristers for services rendered between 1 July 2019 and 31 December 2020. Of the amount requested clarification on how much related to staff or employment issues. Of this amount, clarification on how much of the amount related to WRC processes.	Part Granted. Section 15 (1) (a)	21.04.21
24.03.21	Staff	Agenda and Minutes of Leadership Team meetings for 2018 to 2021.	Withdrawn.	
24.03.21	Staff	Minutes of Governing Body meetings 2015 to 2021.	Withdrawn.	
26.03.21	Staff	Copies of the full minutes of all DkIT Governing Body meetings for the years 2018 and 2019 to include lists of those attended the meetings, details of correspondence etc.	Part Granted. Section 15 (1) (d)	12.04.21
26.03.21	Staff	Requested copies of the agenda and minutes for all Senior Leadership Team/Executive Board meetings for the calendar year 2018.	Granted in full.	20.04.21
16.04.21	Staff	The month and year in which the 2016, 2017, 2018 DKIT Financial Statements were first presented on the DKIT website. Confirmation of when the complete 2016 DKIT Financial Statements including the Report	Refused. Section 15 (1) (a)	20.04.21

		of the Comptroller & Auditor General were presented on the DKIT website at that time.		
16.04.21	Staff	Copies of the agenda and minutes for all Senior Leadership Team (SLT) / Executive Board meetings for the calendar year 2019.	Refused. Section 15 (1)(g)	13.05.21
28.04.21	Staff	The number of times the DkIT Disciplinary Procedure has been formally invoked in the last year, to include the level or stage at which it has been invoked, the nature of the alleged behavior or performance issue and the level of the procedure at which it was resolved.	Granted in full.	04.05.21
05.05.21	Staff	In response to previous FOI requests (242 & 244) which included information relating to a Raise A Concern contract. Requested the month and year in which they were engaged on that contract; the particular details of the procurement framework under which they were contracted (name, reference number, please forward NASF or equivalent etc); whether terms of engagement (terms of reference) were limited to an instruction to monitor/trawl & report on the IT usage of a single staff member.	Part Granted. Section 37 (1)	11.05.21
06.05.21	Other	Date and month of advert posting and number of applications received for all full-time vacancies for the post of Lecturer in Marketing or Senior Lecturer in Marketing or Institute equivalent for previous 24 months. To include job description/person specification for posts advertised.	Granted in full.	07.05.21
20.05.21	Other	Requested copy of letter from Deloitte to Institute referenced in Governing Body Minutes March 2021 and the minutes of any meetings subsequently held to discuss this correspondence and a copy of response letter from DkIT to Deloitte.	Part Granted. Section 15 (1)(a)	16.06.21

20.05.21	Other	Requested membership of Finance Audit Risk Committee, Terms of Reference of Committee and the Chair names of this Committee for previous 12 years.	Granted in full.	21.05.21
20.05.21	Other	Requested internal documentation relating to FAR Committee and the amalgamation of Finance & Audit oversight into one committee. Correspondence with the HEA re the FAR Committee and said amalgamation.	Part Granted. Section 15 (1)(a)	15.06.21
26.05.21	Staff	Requested the month and year Financial Statements 2016, 2017 and 2018 were first put on website and confirmation if the C&AG report included in the Statement at that time or the date in which it was included.	Granted in full.	15.06.21
28.05.21	Other	All emails, correspondence, records of phone calls to and from Dealgan House Nursing Home by an individual associated with Netwell/Casala, HSE and Dealgan House Nursing Home for the period 17/3/20 to 30/5/20.	Refused. Section 15 (1)(a)	14.06.21
08.06.21	Journalists	Requested number of reported data breaches in Institute between 2018 and 2021 to include the date data breach discovered & resolved, date reported to DPC if appropriate, number of people impacted at each breach and type of data compromised.	Part Granted. Section 37 (1)	06.07.21
10.06.21	Journalists	Requested breakdown on plagiarism cases between 2018 and 2021 by the number of breaches per academic year, number of breaches per year group, the number of minor cases, the number of major cases and the number of students disciplined for plagiarism.	Part Granted.	06.07.21
10.06.21	Journalists	Requested records relating to the number of asylum seekers that have been accepted on to courses for the years 2016-2021 and their nationality and degree	Part Granted. Section 15 (1)(a)	23.06.21

		programme. Records relating to application process and fees applied to this category of student and stats on number of scholarships and other financial supports available and Institute services available to asylum seekers.		
24.06.21	Other	Confirmation if the Institute has commenced roll out of diversity & inclusion training in the workplace to promote visibility of LGBTQI community; if training undertaken who provided the training; is Institute membership of any specific organisations such as Teni, BelongTo, Shout Out etc; the number of training days staff will receive, is such training compulsory for staff; copy of documents/manuals related to any such training as provided.	Granted in full.	12.07.21
24.06.21	Journalists	Any communication to/from and between staff on the Institute's links to, work with and/or stance on Israel in the years 2019,2020 and 2021. Committee, Council or Board meeting agendas and minutes that reference Israel or Palestine in each of these years noted. Complaints received by the Institute relating to the Institute's links to, work with and/or stance on Israel in each of these years noted.	Part Granted. Section 15 (1) (a) Section 15 (1) (c) Section 37 (1)	14.07.21
29.06.21	Business/Interest Groups	Requested any records relating to the Institute's plans to provide gender neutral toilet facilities in the workplace; any discussions around whether people who are transitioning to their preferred gender will be permitted to use the toilets that match their preferred gender and whether this practice will only apply to holders of a gender recognition cert; Any risk assessments carried out on toilet proposals including staff consultations and noted outcomes; Any records re the use of disabled toilets as gender neutral options for workplace.	Part Granted. Section 15 (1)(a)	19.07.21

29.06.21	Journalists	Expenditure by Institute on Ice Dome property each year between 2014 and 2021 by individual expenditure items; Total amount of depreciation of Ice Dome measured by Institute since bought in 2014; The amount of money spent on Rates on the Ice Dome since purchased.	Part Granted. Part Granted. Section 15 (1) (c)	23.07.21
09.07.21	Business/Interest Groups	Itemised details of dates and amount of all monies the Institute has paid to Beauchamps Solicitors for the period December 2020 to July 2021. Copies of original invoices from the supplier requested.	Part Granted. Section 36 (1) (b) (c) Section 37 (1) Section 30 (1)	22.07.21
10.08.21	Journalists	Requested communications between DkIT President & Vice President for Communications, Strategy & Development on Ice Dome property between January 2018 and August 10 th 2021.	Refused. Section 36	07.09.21
10.08.21	Journalists	Requested statistical records which show the number of incidents of sexual harassment or abuse reported by students/staff per year since 2018 to current time.	Granted in full.	27.08.21
23.08.21	Clients	Requested communications between DkIT and President of Ice Hockey Association of Ireland between 2017 and 2021.	Refused. Section 36	07.05.21
30.08.21	Staff	Requested Minutes of Finance Audit Risk meetings for 2021 to date.	Granted in full.	29.09.21
30.08.21	Staff	Requested Minutes of Governing Body 2021 to date.	Refused. Section 15 (1) (d)	31.08.21
07.09.21	Staff	Confirmation if DkIT has a policy on Administrative Leave.	Granted in full.	07.09.21
21.09.21	Journalists	Requested details of spending as noted in financial statements for DkIT for year ending 31 August 2019 for procurement and expenditure on interview fees.	Granted in full.	15.10.21
28.09.21	Other	Expenditure for graduations (online or in person) for the periods 2019; 2020 and 2021.	Granted in full.	15.10.21

21.10.21	Business/Interest Groups	Requested current wholetime equivalent numbers and actual headcount on every point of every scale for every grade that TUI represents in DkIT.	Part Granted. Section 37(1)	17.11.21
22.10.21	Journalists	Requested statistics on the number of reports/complaints of sexual assault or harassment the Institute received from students and staff for the period 2015 to 2020. To include for the same period; the number of students and staff suspended/dismissed following an allegation; the number of students/staff requested to sign confidentiality agreements following a proven allegation, the amount of money spent on settling cases and the amount spent on legal fees.	Granted in full.	17.11.21
29.10.21	Journalists	Requested the number of Leaving Certificate students from each secondary school in Ireland who commenced full time undergraduate studies at the Institute in this academic year 2020/2021. Information sought is the name, address and roll number of the schools in question and the number of students that each school sent to Dundalk IT.	Granted in full.	04.11.21
29.10.21	Journalists	Requested statistics on the number of complaints of alleged bullying and/or harassment received by the Institute since the start of 2020. To include the number that occurred via online means and how many of these occurred after start of the pandemic (mid-March 2020). To include nature of the allegation, nature of complainant and alleged perpetrator and outcome. Requested details as to complaints of and investigations into alleged cheating in exams/assessment and any outcomes to same for the same time period noting those that occurred since beginning of pandemic (mid-March 2020)	Granted in full.	17.11.21

03.11.21	Journalists	Requested the number of students from each individual Irish secondary school who registered in the academic year 2021/22 for undergraduate, degree level or full-time courses. To include gender breakdown male/female where possible and to indicate if statistical information includes repeat leaving certificate students.	Granted in full.	05.11.21
12.11.21	Oireachtas/Public Representatives	Requested Correspondence (reply) as sent by DkIT to the HEA as referenced by named individual in letter to Public Accounts Committee 22/9/21.	Granted in full.	17.11.21
15.11.21	Other	Requested information about software suppliers that the Institute appointed in calendar year 2020 and to date in 2021. To provide supplier name, solution supplied, the school/department using it, on premises or cloud solution, value of agreement, type of license agreement, duration of contract/agreement.	Part Granted. Section 36	17.12.21
08.12.21	Staff	Requested details of procurement process undertaken by Institute re: present contract with named individual.	Granted in full.	23.12.21
08.12.21	Staff	Requested details of procurement process undertaken by Institute re contracting of PWC as Internal Auditors in 2018/2019.	Granted in full.	23.12.21