

**Response to Applicant – Partial Access Granted
Form 4B**

April 26, 2019

S.40(1)



S.40(1)

Dear [REDACTED]:

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act File #: CSSD/32/2019

On April 8, 2019, the Department of Children, Seniors and Social Development (CSSD) received your request for access to the following records/information:

“A list of briefing materials prepared for the deputy minister or the minister for the month of March 2019.”

I am pleased to inform you that a decision has been made by the Deputy Minister for Children, Seniors and Social Development to provide access to some of the requested information. In particular, access is granted to the following records:

TYPE	TITLE
Decision Note	Age-Friendly Communities Newfoundland and Labrador 2018-19
Decision Note	Newfoundland and Labrador Community Transportation Program 2018-19
Decision Note	2018-19 Capacity Building Grants
Decision Note	2017/18 Capacity and Inclusion Grant Completion Extensions
Decision Note	Baby-Friendly Council of Newfoundland and Labrador (BFCNL) 'Space for Everyone' Toolkit to Support Breastfeeding in Municipalities
Information Note	Food Security in Nunatsiavut
Information Note	Safe Sport Summit
Information Note	Recreation and Sport for Persons with a Disability Initiative (RSPWD)
Information Note	Health Canada Youth Vaping Prevention Event – March 20, 2019 at O'Donel High School
Information Note	Provincial Day of Action Type I Diabetes Mellitus
Information Note	2018-19 Small Grant Program – February-March 2019 Recommendations

Information Note	School Sports Newfoundland and Labrador (SSNL) Participation Nation (PN) Jamboree
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Access to the remaining records and/or information contained within the records, has been refused in accordance with the following exceptions to disclosure, as specified in the *Access to Information and Protection of Privacy Act* ("the Act"):

- **Policy Advice or Recommendations**
29. (1)(a) *The head of a public body may refuse to disclose to an applicant information that would reveal advice, proposals, recommendations, analyses or policy options developed by or for a public body or minister.*
- **Disclosure Harmful to the Financial or Economic Interests of a Public Body**
35. (1)(c) *The head of a public body may refuse to disclose to an applicant information which could reasonably be expected to disclose plans that relate to the management of personnel of or the administration of a public body and that have not yet been implemented or made public.*
- **Disclosure Harmful to Personal Privacy**
40. (1) *The head of a public body shall refuse to disclose personal information to an applicant where the disclosure would be an unreasonable invasion of a third party's personal privacy.*

As required by 8(2) of the *Act*, we have severed information that is unable to be disclosed and have provided you with as much information as possible. In accordance with your request for a copy of the records, the appropriate copies have been enclosed. Please note that the following records/information have been withheld in their entirety:

TYPE	NUMBER OF RECORDS	SECTION(S) CITED
Decision Note	One (1)	S. 29(1)(a), S. 40(1)
Decision Note	Eight (8)	S. 29(1)(a), S. 35(1)(c)
Information Note	Fourteen (14)	S. 29(1)(a), S. 35(1)(c)
Meeting Note	One (1)	S. 29(1)

Please be advised that you may ask the Information and Privacy Commissioner to review the processing of your access request, as set out in section 42 of the *Access to Information and Protection of Privacy Act* ("the Act"). A request to the Commissioner must be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner.

The address and contact information of the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner
2 Canada Drive
P. O. Box 13004, Stn. A
St. John's, NL A1B 3V8

Telephone: (709) 729-6309
Toll-Free: 1-877-729-6309
Facsimile: (709) 729-6500

You may also appeal directly to the Supreme Court Trial Division within 15 business days after you receive the decision of the public body, pursuant to section 52 of the *Act*.

If you have any further questions, please feel free to contact me by telephone at (709) 729-5084 or by e-mail at andrealawlor@gov.nl.ca.

Sincerely,



Andrea Lawlor, B.A., B.S.W. (Hons), R.S.W.
ATIPP Backup Coordinator

Access to Information and Protection of Privacy Act

Access or Correction Complaint

42. (1) A person who makes a request under this Act for access to a record or for correction of personal information may file a complaint with the commissioner respecting a decision, act or failure to act of the head of the public body that relates to the request.

(2) A complaint under subsection (1) shall be filed in writing not later than 15 business days

(a) after the applicant is notified of the decision of the head of the public body, or the date of the act or failure to act; or

(b) after the date the head of the public body is considered to have refused the request under subsection 16 (2).

(3) A third party informed under section 19 of a decision of the head of a public body to grant access to a record or part of a record in response to a request may file a complaint with the commissioner respecting that decision.

(4) A complaint under subsection (3) shall be filed in writing not later than 15 business days after the third party is informed of the decision of the head of the public body.

(5) The commissioner may allow a longer time period for the filing of a complaint under this section.

(6) A person or third party who has appealed directly to the Trial Division under subsection 52 (1) or 53 (1) shall not file a complaint with the commissioner.

(7) The commissioner shall refuse to investigate a complaint where an appeal has been commenced in the Trial Division.

(8) A complaint shall not be filed under this section with respect to

(a) a request that is disregarded under section 21 ;

(b) a decision respecting an extension of time under section 23 ;

(c) a variation of a procedure under section 24 ; or

- (d) an estimate of costs or a decision not to waive a cost under section 26 .
- (9) The commissioner shall provide a copy of the complaint to the head of the public body concerned.

Direct Appeal to Trial Division by an Applicant

52. (1) Where an applicant has made a request to a public body for access to a record or correction of personal information and has not filed a complaint with the commissioner under section 42 , the applicant may appeal the decision, act or failure to act of the head of the public body that relates to the request directly to the Trial Division.

(2) An appeal shall be commenced under subsection (1) not later than 15 business days

(a) after the applicant is notified of the decision of the head of the public body, or the date of the act or failure to act; or

(b) after the date the head of the public body is considered to have refused the request under subsection 16 (2).

(3) Where an applicant has filed a complaint with the commissioner under section 42 and the commissioner has refused to investigate the complaint, the applicant may commence an appeal in the Trial Division of the decision, act or failure to act of the head of the public body that relates to the request for access to a record or for correction of personal information.

(4) An appeal shall be commenced under subsection (3) not later than 15 business days after the applicant is notified of the commissioner's refusal under subsection 45 (2).