

Department of Energy & Climate Change
3 Whitehall Place,
London SW1A 2HD

Your ref:
Our ref: 12/1293

05 October 2012

RE: 12/1293

Dear

Thank you for your correspondence of 07 September 2012. You have requested the following information:

- 1. Information relating to meetings and correspondence since 06 May 2010 between DECC and other relevant parties on the subject of energy related training events hosted or arranged by Energy companies or bodies representing the energy industry.*
- 2. Information relating to meetings that includes time, date, place, names, job titles and organisation names, minutes, agendas, documents created and copies of any materials.*

Your request has been considered under the **Environmental Information Regulations 2004**.

Following a search of our paper and electronic records, I have established that some of the information you requested is not held by DECC or has been destroyed in accordance with best management records practice. Please find enclosed the information held by DECC:

1. Annex A contains correspondence relating to Shell's Energy course for Whitehall in June 2012 and details of a meeting on 13 April 2012 between DECC and the course organiser from Shell.
2. Annex B is a letter from Shell inviting DECC to nominate staff to attend.
3. Annexes C, D and E are three slide presentations given at the 2012 course. We do not hold copies of other presentations given in 2011 or 2012.
4. Annexes F and G are the programmes from 2011 and 2012
5. Annex H contains correspondence relating to Tullow Oil's Introduction to Oil and Gas Course in September 2011.
6. Annex I is the agenda for the Tullow Oil's Introduction to Oil and Gas Course. We do not hold any other materials for this course.

Redaction

Regulation 12(3) of the EIRs provides an absolute exemption for personal data, which then falls to be dealt with under the Data Protection Act (DPA). Personal data of third parties can only be disclosed in accordance with the data protection principles. In particular, the first data protection principle requires that disclosure must be fair and lawful and must comply with one of the conditions in Schedule 2 of the DPA. We do not think that it is fair to release the names and contact details of junior members of staff or third parties and do not think that any of the relevant conditions in Schedule 2 of the DPA apply.

Appeals procedure

If you are unhappy with the result of your request for information, you may request an internal review within two calendar months of the date of this email. If you wish to request an internal review, please contact us.

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

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at:

Information Commissioners Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Please do not hesitate to contact me if I can be of further assistance.

Yours sincerely