

## Freedom of Information Act Request

### Request for Information under the Freedom of Information Act 2000

1. Number of Subject Access Requests received.
2. Percentage that were sent out on time.
3. Number of which were sent back for internal review
4. Number of which were referred to the ICO.
5. Number of staff that you had in the year to process Subject Access requests. (if this changed throughout the year, please can we request the total number budgeted for and the average number actually in post)

Please can this be broken down into the following years.

a. 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023

1. Number of Subject Access Requests received. = 2855
2. Percentage that were sent out on time. 96.9
3. Number of which were sent back for internal review Nil
4. Number of which were referred to the ICO. Nil
5. Number of staff that you had in the year to process Subject Access requests. (if this changed throughout the year, please can we request the total number budgeted for and the average number actually in post) 5.82 wte on average

b. 1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024

1. Number of Subject Access Requests received. = 3809
2. Percentage that were sent out on time. = 60.2
3. Number of which were sent back for internal review - Nil
4. Number of which were referred to the ICO. - 1
5. Number of staff that you had in the year to process Subject Access requests. (if this changed throughout the year, please can we request the total number budgeted for and the average number actually in post) 4.71 wte on average

c. 1<sup>st</sup> April 2024 – to date August 2024

1. Number of Subject Access Requests received. 1376
2. Percentage that were sent out on time. 75.5 average
3. Number of which were sent back for internal review - Nil
4. Number of which were referred to the ICO. - nil
5. Number of staff that you had in the year to process Subject Access requests. (if this changed throughout the year, please can we request the total number budgeted for and the average number actually in post) 5.47 wte on average